



I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 26 February 2019
Time: 1.00pm
Location: Narrabri Shire Council Chambers
46-48 Maitland Street
Narrabri

BUSINESS PAPER

**Ordinary Council Meeting
26 February 2019**

**Stewart Todd
GENERAL MANAGER**



NARRABRI SHIRE
DISCOVER THE POTENTIAL

Request to Speak/Addressing Council on an Agenda Item:

If the matter is listed within the Council Business Paper, you can request to address Council by:

- Completing the “*Request to Speak in Public Forum*”, at an Ordinary Council Meeting, which can be obtained, from Council’s Administration Office, or by downloading it from Council’s website. On-line at <http://www.narrabri.nsw.gov.au/speaking-at-public-forum-1232.html>
- The completed form can then be submitted via the following methods:
Fax: **02 6799 6888**; or email to **council@narrabri.nsw.gov.au**

Your request to address Council must be received by Council no later than 5.00pm on the day prior to the Council Meeting.

Council's Code of Meeting Practice sets out the following guidelines for addressing Council:

- Addresses in the Public Forum will commence at 1.00pm.
- Addresses will be limited to **3 minutes** in duration.
- Council accepts no responsibility for any defamatory statements made by speakers.
- Audio-visual presentations must be received by 1.30pm on the day prior to the meeting.
- When your name is called, please proceed to the Council lectern (usually located to the right hand side of the Chamber).
- Members of the public may quietly enter and leave the Meeting at any time.

All mobile phones are to be turned off at commencement and for the duration of the meeting. This request also applies to all audio and visual recording devices, unless prior approval has been sought from the General Manager.



Mayor
Cr Cathy Redding



Deputy Mayor
Cr Robert Kneale



Cr Maxine Booby



Cr Ron Campbell



Cr Ron Campey



Cr Lloyd Finlay



Cr Ann Loder



Cr Annie McMahon



Cr Cameron Staines



General Manager
Mr Stewart Todd



Director
Infrastructure Delivery
Mr Darren Raeck



Director
Corporate Services
Mr Lindsay Mason



Director
Development &
Economic Growth
Mr Daniel Boyce

Our Values



Integrity

Ensuring transparency and honesty in all our activities.



Leadership

Providing guidance and direction to our community and our people.



Customer Focus

Delivering prompt, courteous and helpful services and being responsive to the community's changing needs.



Accountability

Accepting our responsibility for the provision of quality services and information.



Respect

Treating everyone with courtesy, dignity and fairness.



Excellence

Being recognised for providing services, programs and information which consistently meet and exceeds standards.

Our Vision

A strong and vibrant regional growth centre providing a quality living environment for the entire Shire community.

Our Strategic Direction



Theme 1: Our Society

Strategic Direction 1: Safe, Inclusive and Connected Community

A safe, supportive community where everyone feels welcomed, valued and connected.



Theme 2: Our Environment

Strategic Direction 2: Environmentally Sustainable and Productive Shire

Maintaining a healthy balance between our natural and built environments.



Theme 3: Our Economy

Strategic Direction 3: Progressive and Diverse Economy

A strong, diverse economy that attracts, retains and inspires business, industry and tourism growth.



Theme 4: Our Civic Leadership

Strategic Direction 4: Collaborative and Proactive Leadership

Working pro-actively together to achieve our shared vision with strong strategic direction.

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1 OPENING PRAYER BY A MEMBER OF THE NARRABRI MINISTER'S FRATERNAL

Councillors, Council staff and people in the gallery are asked to be upstanding for the opening prayer.

2 ACKNOWLEDGEMENT OF COUNTRY

I acknowledge the Traditional Owners of the land on which we meet today, the Kamilaroi people, and pay my respects to Kamilaroi Elders both past and present.

3 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

Nil (at time of agenda and business paper compilation).

4 DECLARATION OF PECUNIARY AND NON- PECUNIARY INTERESTS

Councillors are reminded of their obligation to declare their interest in any matters listed before them.

In considering your interest, you are reminded to include pecuniary and non-pecuniary conflicts of interest as well as any other interest you perceive or may be perceived of you.

Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

5 ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL (PUBLIC EXCLUDED) MEETING

Extract from Council's Code of Meeting Practice

Part 4 Section 17a.

17a. Which parts of a meeting can be closed to the public?

- (1) A Council, or a Committee of the Council of which all the members are Councillors, may close to the public so much of its meeting as comprises:
 - (a) the discussion of any of the matters listed in Sub-Clause (2) below, or
 - (b) the receipt or discussion of any of the information so listed.
- (2) The matters and information are the following:
 - (a) personnel matters concerning particular individuals (other than Councillors),
 - (b) the personal hardship of any resident or ratepayer,
 - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business,
 - (d) commercial information of a confidential nature that would, if disclosed:
 - i. prejudice the commercial position of the person who supplied it, or
 - ii. confer a commercial advantage on a competitor of the Council, or
 - iii. reveal a trade secret,

- (e) information that would, if disclosed, prejudice the maintenance of law,
 - (f) matters affecting the security of the Council, Councillors, Council staff or Council property,
 - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
 - (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (3) A Council, or a Committee of the Council of which all the members are Councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.
 - (4) Members of the public may be allowed to make representations to or at a Council or Committee meeting for a period of up to three (3) minutes, immediately after the motion to close the part of the meeting.
 - (5) is moved and seconded, as to whether that part of the meeting should be closed at the discretion of the Council

The following matters will be considered in the Closed (Public Excluded) Meeting:

13.1 Nurruby Child Care Centre - Purchase of 72-74 Gibbons Street, Narrabri

6 PUBLIC FORUM AND PRESENTATIONS

Presentation requests received to date:

- Nil (at time of agenda and business paper compilation).

7 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Narrabri Shire Council held on 17 December 2018 comprising Minute Nos 268/2018 to 301/2018 as circularised be confirmed and signed as a correct record by the Mayor.

**MINUTES OF NARRABRI SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI
ON TUESDAY, 17 DECEMBER 2018 AT 1.05PM**

PRESENT: Cr Catherine Redding (Mayor), Cr Robert Kneale (Deputy Mayor), Cr Maxine Booby, Cr Lloyd Finlay, Cr Ann Loder, Cr Cameron Staines.

IN ATTENDANCE: Stewart Todd (General Manager), Lindsay Mason (Director Corporate Services), Darren Raeck (Director Infrastructure Delivery), Tony Meppem (Director Development and Economic Growth), Delece Hartnett (Administration)

Proceedings of the meeting commenced at 1.05pm.

1 OPENING PRAYER BY A MEMBER OF THE NARRABRI MINISTER'S FRATERNAL

Members and officers were upstanding for the opening prayer by Renee Ritchie of Narrabri Christian Fellowship, in association with the Narrabri Ministers Fraternal.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the Traditional Owners of the land on which the Council met, the Kamilaroi people, and paid his respects to Elders past and present.

3 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

MINUTE 268/2018

Moved: Cr Lloyd Finlay Seconded: Cr Cameron Staines

That apologies from Cr Ron Campbell, Cr Ron Campey and Cr Annie McMahon for their absence from the December 2018 Ordinary Council Meeting be accepted.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

4 DECLARATION OF PECUNIARY AND NON- PECUNIARY INTERESTS

Councillors are reminded of their obligation to declare their interest in any matters listed before them.

In considering your interest, you are reminded to include pecuniary, non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.

Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

COUNCILLOR	ITEM NUMBER	PECUNIARY/ NON-PECUNIARY	REASON
Mayor Cr Redding	10.2	Pecuniary interest	B1 Zone Changes, business located within Zone.
Cr Finlay	13.3	Non-pecuniary/Significant	Vickery Mine Extension, landholder within discussed boundaries.

5 ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL (PUBLIC EXCLUDED) MEETING

MINUTE 269/2018

Moved: Cr Ann Loder Seconded: Cr Maxine Booby

That the following matters will be considered in the Closed (Public Excluded) Meeting:

- 13.1 Australia Day Award 2019 Nominations**
- 13.2 Boggabri Caravan Park Upgrade and Redevelopment**
- 13.3 Vickery Coal Mine Extension Project - Voluntary Planning Agreement**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

6 PUBLIC FORUM AND PRESENTATIONS

Public Forum requests received to date:

- Nil

Presentation requests received to date:

- Nil

7 CONFIRMATION OF MINUTES

MINUTE 270/2018

Moved: Cr Maxine Booby Seconded: Cr Lloyd Finlay

That the minutes of Ordinary Meeting of the Narrabri Shire Council held on 27 November 2018 comprising Minute Nos 251/2018 to 267/2018 as circularised be confirmed and signed as a correct record by the Mayor.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

8 MAYORAL MINUTE

8.1 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR NOVEMBER/DECEMBER 2018**MINUTE 271/2018**

Moved: Cr Catherine Redding

That Council note the Mayoral Appointments for the period November/December 2018.In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron StainesAgainst: Nil**CARRIED 6/0**

9 OUR SOCIETY

9.1 DELEGATES REPORT - CENTRAL NORTHERN REGIONAL LIBRARIES (CNRL) MEETING IN TAMWORTH - 14 NOVEMBER 2018**MINUTE 272/2018**

Moved: Cr Catherine Redding Seconded: Cr Ann Loder

- 1. That Council note the delegates report from the CNRL Meeting of 14 November 2018.**
- 2. That Council adopt the CNRL draft budget for 2018-2019.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron StainesAgainst: Nil**CARRIED 6/0****MINUTE 273/2018**

Moved: Cr Robert Kneale Seconded: Cr Maxine Booby

That Council bring forward and deal with Item 12.7 – Notice of Motion, Civic Art Collection.In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron StainesAgainst: Nil**CARRIED 6/0**

12.7 NOTICE OF MOTION - CIVIC ART COLLECTION**MOTION**

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That the General Manager report to Council the value of the Civic Art Collection and possible ways of exhibiting the collection to the public.

FORESHADOW MOTION

Moved: Cr Kneale

That Council:

1. Complete a valuation of all art comprising the Civic Art Collection (individual pieces and as a collection) undertaken by a suitably qualified/experienced person.
2. Undertake discussion with representatives of the Narrabri Art & Craft Society and any other Civic Art Collection 'stakeholders' regarding the permanent display of the Civic Art Collection in its entirety or part thereof, on a rotational basis, at The Crossing Theatre or other suitable venue.

MINUTE 274/2018

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That the General Manager report to Council the value of the Civic Art Collection and possible ways of exhibiting the collection to the public.

In Favour: Crs Catherine Redding, Maxine Booby and Cameron Staines

Against: Crs Robert Kneale, Lloyd Finlay and Ann Loder

EQUAL

The voting being equal; the Mayor exercised a casting vote for the motion.
The motion was then carried.

CARRIED

9.2 DELEGATES REPORT - NARRABRI DISTRICT HEALTH SERVICE ADVISORY COMMITTEE MEETING - 12 NOVEMBER 2018**MINUTE 275/2018**

Moved: Cr Ann Loder Seconded: Cr Maxine Booby

That Council note Cr Loder's Delegates Report from the Narrabri District Health Service Advisory Committee Meeting held on Monday 12 November 2018.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

9.3 REPORT OF THE CROSSING THEATRE ADVISORY COMMITTEE

MINUTE 276/2018

Moved: Cr Robert Kneale Seconded: Cr Ann Loder

That Council adopt the Minutes of The Crossing Theatre Advisory Committee held on 7 November 2018.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

9.4 WEE WAA GREEN SPACE AND PROPOSED CBD UPGRADE WORKS

MINUTE 277/2018

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

1. **That Council adopt the attached Concept Plan for a CBD Green Space in Wee Waa subject to the following amendments and place the amended plan on public exhibition for a minimum of twenty eight (28) days during which public submissions will be received:**
 - a. **Alter the seating to include tables and chairs;**
 - b. **Alter the plan to include more circular paving and grass area;**
 - c. **Remove the reference to the plinth on the footpath;**
 - d. **Amend the proposed old timber finish to the wall behind the fountain to a stone finish.**
2. **That Council adopt the Wee Waa CBD Upgrade Works Plan to be funded from the remaining balance of the Narrabri Shire CBD Upgrades VPA restricted asset.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

At 1:43pm, Cr Cameron Staines left the meeting.

At 1:45pm, Cr Cameron Staines returned to the meeting.

10 OUR ENVIRONMENT**10.1 PLANNING PROPOSAL 04/2019 - OBSTACLE LIMITATION SURFACES MAP****MINUTE 278/2018**

Moved: Cr Robert Kneale Seconded: Cr Lloyd Finlay

- 1. That Council endorse the Planning Proposal to include the Obstacle Limitation Surfaces Map for the Narrabri Airport in the Narrabri Local Environmental Plan 2012 and forward the Planning Proposal to the Department of Planning and Environment with a request for a Gateway Determination.**
- 2. That Council notify the Department of Planning and Environment of its intention to use the plan making power delegated to Council by the Department to make the proposed amendment to Narrabri Local Environmental Plan 2012.**
- 3. That Council delegate to the General Manager any necessary amendments required to the Planning Proposal as a result of considerations by the Department of Planning and Environment or as a result of the Gateway Determination.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

Cr Redding declared a pecuniary interest in relation to item 10.2, due to owning a business within the zone the subject of the report and was not present at or in sight of the meeting during the consideration of item 10.2.

The Mayor vacated the Chair.

At 1:47pm, Cr Catherine Redding left the meeting.

Cr Robert Kneale assumed chairpersonship of the Meeting.

10.2 PLANNING PROPOSAL 05/2019 - B1 ZONE CHANGES**MINUTE 279/2018**

Moved: Cr Cameron Staines Seconded: Cr Maxine Booby

- 1. That Council endorse the Planning Proposal to amend the provisions of the Narrabri Local Environmental Plan 2012 to rezone the land located at West Narrabri that is currently zoned B1 Neighbourhood Centre to B4 Mixed Use under the Narrabri LEP 2012 to delete the B1 Neighbourhood Centre zone from the LEP and forward the Proposal to the Department of Planning and Environment with a request for a Gateway Determination.**
- 2. That Council notify the Department of Planning and Environment of its intention to use the plan making power delegated to Council by the Department to make the proposed amendment to Narrabri Local Environmental Plan 2012.**

- 3. That Council delegate to the General Manager any necessary amendments required to the Planning Proposal as a result of considerations by the Department of Planning and Environment or as a result of the Gateway Determination.**

In Favour: Crs Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 5/0

At 1:51 pm, Cr Catherine Redding returned to the meeting.

Cr Robert Kneale vacated the Chair.

The Mayor assumed chairpersonship of the Meeting.

10.3 RECLASSIFICATION OF THE BELLATA CARAVAN PARK AND NARRABRI LIBRARY LAND

MINUTE 280/2018

Moved: Cr Cameron Staines Seconded: Cr Robert Kneale

That Council amend the provisions of the Narrabri Local Environmental Plan 2012 to reclassify Lots 1, 2, 3, 4, 5, 6, and 7 Section 14 DP758081, 64-52 Belar Street, Bellata, and Lot 7 DP 667787, 8B Doyle Street, Narrabri, from Community to Operational Land.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

11 OUR ECONOMY

11.1 REPORT OF THE NARRABRI AIRPORT ADVISORY COMMITTEE

MINUTE 281/2018

Moved: Cr Cameron Staines Seconded: Cr Robert Kneale

That Council

- 1. Adopt the Minutes of the Narrabri Airport Advisory Committee meeting held on 30 October 2018.**
- 2. Endorse the Development Concept Plan, Terminal Precinct Layout, and Terminal Concept Layout.**
- 3. Use the Development Concept Plan, Terminal Precinct Layout, and Terminal Concept Layout plans for future funding applications for further improvement of the Narrabri Airport.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

12 OUR CIVIC LEADERSHIP

12.1 DELEGATES REPORT - MAULES CREEK COAL COMMUNITY CONSULTATIVE COMMITTEE MEETING - 7 NOVEMBER 2018

MINUTE 282/2018

Moved: Cr Robert Kneale Seconded: Cr Cameron Staines

That Council note Cr Kneale's Delegate Report from the Maules Creek Coal Community Consultative Committee Meeting held on Wednesday 7 November 2018.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

12.2 DELEGATES REPORT - COMBINED BOGGABRI/TARRAWONGA/MAULES CREEK COMMUNITY CONSULTATIVE COMMITTEE MEETING - 9 NOVEMBER 2018

MINUTE 283/2018

Moved: Cr Robert Kneale Seconded: Cr Cameron Staines

That Council note Cr Kneale's Delegates Report from the Boggabri-Tarrawonga-Maules Creek Community Consultative Committee Meeting held on Friday 9 November 2018.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

12.3 DELEGATES REPORT - BOGGABRI COAL COMMUNITY CONSULTATIVE COMMITTEE MEETING - 8 NOVEMBER 2018

MINUTE 284/2018

Moved: Cr Robert Kneale Seconded: Cr Lloyd Finlay

That Council note Cr Kneale's Delegates Report from the Boggabri Coal Community Consultative Committee held on 8 November 2018.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

12.4 PECUNIARY INTEREST RETURNS 2017/2018

MINUTE 285/2018

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That the Pecuniary Interest Returns of current Councillors and relevant designated staff for the period of 1 July 2017 to 30 June 2018 be noted.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

12.5 RELATED PARTY DISCLOSURES - SIX MONTH REVIEW

MINUTE 286/2018

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That Council note the report on the six-monthly review of key management personnel and their related parties.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

12.6 INVESTMENT REPORT - NOVEMBER 2018

MINUTE 287/2018

Moved: Cr Robert Kneale Seconded: Cr Ann Loder

That Council note the Investment Report for November 2018.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

12.8 2019 ALGWA NSW ANNUAL CONFERENCE**MINUTE 288/2018**

Moved: Cr Maxine Booby Seconded: Cr Cameron Staines

That Council:

- a) **Approve Council representation attending the Australian Local Government Women's Association Annual Conference being held in Liverpool on Thursday 4 to Saturday 6 April 2019, being Mayor Redding and Cr Booby.**
- b) **Confirm additional candidates, being Cr Loder and Cr McMahon, subject to their availability.**

In Favour: Crs Catherine Redding, Maxine Booby, Ann Loder and Cameron Staines

Against: Crs Robert Kneale and Lloyd Finlay

CARRIED 4/2

12.9 ROAD CLOSURE APPLICATION FEE**MINUTE 289/2018**

Moved: Cr Robert Kneale Seconded: Cr Lloyd Finlay

That Council adopt the proposed road closure application fee for \$1,600 plus GST and include it in Council's Schedule of Fees and Charges for 2018/19.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

12.10 CROWN LAND CLASSIFICATION AND CATEGORISATION**MINUTE 290/2018**

Moved: Cr Robert Kneale Seconded: Cr Maxine Booby

That Council in accordance with the provisions of the Crown Lands Management Act 2016:

1. **Lodge an application with the Minister administering the Crown Land Management Act 2016 and seek approval to classified Crown Land/Reserves listed in Attachment 1 of this report (Proposed Operational Classified Crown Land);**
2. **Notify the Minister administering the Crown Land Management Act 2016 and seek endorsement to the initial categorisation of Crown Land/Reserves listed in Attachment 2 of this report (Categorisation of Community Classified Crown Land);**
3. **Adopt the high-level Plan of Management framework as outlined in this report and make the necessary arrangements for the preparation of:**

- i. the generic plans of management for Community classified Crown Land of common objectives and similar categories; and
- ii. the specific plans of management for key/important Community Classified Crown Reserves.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

SUSPENSION OF STANDING ORDERS

MINUTE 291/2018

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

A motion was moved that Council suspend standing orders, to request a break in meeting proceedings at 2.54pm to preside over a Citizenship Ceremony scheduled for today to commence at 3.00pm.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

RESUMPTION OF STANDING ORDERS

MINUTE 292/2018

Moved: Cr Robert Kneale Seconded: Cr Ann Loder

A motion was moved that Council resume standing orders at 3.36pm.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

13 CONFIDENTIAL (CLOSED COUNCIL) MEETING

MINUTE 293/2018

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That at 3.36pm Council move into Closed (Public Excluded) Meeting of Council and that the press and members of the public be asked to leave the room whilst Council considers the following items:

13.1 Australia Day Award 2019 Nominations

This matter is considered to be confidential under Section 10A(2) - (a) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

13.2 Boggabri Caravan Park Upgrade and Redevelopment

This matter is considered to be confidential under Section 10A(2) - (c) and (d)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

13.3 Vickery Coal Mine Extension Project - Voluntary Planning Agreement

This matter is considered to be confidential under Section 10A(2) - (c) and (d)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

Cr Finlay declared a non-pecuniary significant interest in relation to item 13.1, due to a family member being nominated for Citizen of the Year and was not present at or in sight of the meeting during the consideration of item 13.1 pertaining to the Citizen of the Year.

At 3:38 pm, Cr Finlay left the meeting.

At 3.50 pm, Cr Lloyd Finlay returned to the meeting.

13.1 AUSTRALIA DAY AWARD 2019 NOMINATIONS**MINUTE 294/2018**

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That Council award the 'Citizen of the Year Award' recipient be awarded to Mrs Pattie Lettice for the 2019 Australia Day Awards.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ann Loder and Cameron Staines

Against: Nil

CARRIED 5/0

MINUTE 295/2018

Moved: Cr Maxine Booby Seconded: Cr Cameron Staines

That the 'Community Event of the Year Award' recipient be awarded to 'Think Tank Halloween Night' for the 2019 Australia Day Awards.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay and Cameron Staines

Against: Cr Ann Loder

CARRIED 5/1

MINUTE 296/2018

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That the 'Youth Citizen of the Year Award' recipient be awarded to Layten Smith for the 2019 Australia Day Awards.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

MINUTE 297/2018

Moved: Cr Ann Loder Seconded: Cr Robert Kneale

That Council keep the outcome confidential until Australia Day and announce the winners at the Australia Day Award Ceremony, to be held at The Crossing Theatre.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

MINUTE 298/2018

Moved: Cr Robert Kneale Seconded: Cr Cameron Staines

That Council appoint Cr Ann Loder as the Master of Ceremonies for the Australia Day Award Ceremony to be held at The Crossing Theatre on 26 January 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

13.2 BOGGABRI CARAVAN PARK UPGRADE AND REDEVELOPMENT**MINUTE 299/2018**

Moved: Cr Lloyd Finlay Seconded: Cr Robert Kneale

- 1. That Council decline the tender from Eire Constructions Pty Ltd for Contract 2018-19/13 - Upgrade and Extension of Boggabri Caravan Park.**
- 2. That Council consult with the Boggabri Community via the Boggabri Business and Community Progress Association prior to determining on whether the Boggabri Caravan Park should be upgraded and how and where to apply the available funding for the long-term benefits of the Boggabri community.**
- 3. The matter be reported back to Council following the consultation with the local community.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Lloyd Finlay, Ann Loder and Cameron Staines

Against: Nil

CARRIED 6/0

At 4:16 pm, Cr Lloyd Finlay left the meeting and did not return.

13.3 VICKERY COAL MINE EXTENSION PROJECT - VOLUNTARY PLANNING AGREEMENT**MINUTE 300/2018**

Moved: Cr Ann Loder Seconded: Cr Robert Kneale

- 1. That Council note the current Vickery Mine Extension VPA offer from Whitehaven Coal (provided by letter dated 7 August 2017).**
- 2. That the General Manager prepare a further report considering the Vickery Mine Extension VPA offer, in the context of:**
 - a. The Council endorsed objectives for a planning agreement concerning the Vickery Mine Extension project.**

b. Whether Council accepting the VPA offer is in the Public Interest.

3. That Council note the resignations of the Chair(s) of the IPC Panel, on 7 December 2018 and 13 December 2018.

4. That Council note the appointment of Mr John Hann as the latest Chair of the IPC Panel.

5. That Council note that the closing date for written submissions to the IPC Public Hearing is 11 January 2019

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ann Loder and Cameron Staines

Against: Nil

CARRIED 5/0

MINUTE 301/2018

Moved: Cr Maxine Booby Seconded: Cr Robert Kneale

That at 4.50pm Council move out of Closed (Public Excluded) Meeting and that the resolutions from the Closed (Public Excluded) Meeting be read out aloud.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ann Loder and Cameron Staines

Against: Nil

CARRIED 5/0

14 MEETING CLOSED

The Meeting closed at 4.51pm.

The minutes of this meeting are scheduled to be confirmed at the Ordinary Council Meeting held on 26 February 2019.

.....
CHAIRPERSON

8 MAYORAL MINUTE

8.1 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR DECEMBER 2018; JANUARY/FEBRUARY 2019**File Number:** 440716**Responsible Officer:** Catherine Redding, Mayor**Author:** Delece Hartnett, Personal Assistant to GM & Mayor**Attachments:** Nil**RECOMMENDATION**

That Council note the Mayoral Appointments for the period December 2018; January/February 2019.

MAYORAL MINUTE

For the information of Councillors, I provide details of my Mayoral appointments and attendances between the dates (onwards from last Council Meeting) as follows:

Thursday 13 December 2018

- Travelled to Parkes with General Manager, for Inland Rail Soil Turning at the Parkes Industrial Hub, returned home same evening.

Saturday 15 December 2018

- Hosted the annual Mayoral Christmas Function and Destination Brand Launch at The Crossing Theatre.

Monday 17 December 2018

- Invited to Narrabri (NSW) Cricket Carnival to perform official coin toss to commence carnival, at Collins Park.
- Attended December 2019 Ordinary Council Meeting, in the Council Chambers.
- Hosted Citizenship Ceremony for seven candidates, in the Council Chambers.

Tuesday 18 December 2018

- Attended meeting with General Manager to discuss the Independent Planning Commission Public Hearing, regarding the Vickery Mine Extension Project public hearings.

Wednesday 19 December 2018

- Deputy Mayor Kneale attended the North West Community College Graduation Ceremony for Certificate 3 in Individual Support, on my behalf.
- Attended North West Country University Centre General Meeting, via teleconference.

Thursday 20 December 2018

- Undertook ABC Radio (Tamworth) interview regarding the Wee Waa Green Space.

Friday 21 December 2018

- Attended the Administration Office to thank staff and wish them a happy festive break.

Tuesday 8 January 2019

- Attended meeting with Mick Keelty – Northern Basin Commissioner regarding the Murray-Darling Basin Plan, in the Council Chambers

Thursday 17 January 2019

- Attended initial meeting with Council staff to discuss Special Activation Precinct status.

Wednesday 16 January 2019

- Invited to and attended Whiddon Group (Robert Young Wing) Drought Relief initiative, with residents of facility.
- Attended second meeting with Council staff to discuss Special Activation Precinct status.
- Undertook 2VM Moree Radio interview to discuss Australia Day events throughout the Shire, and also the Australia Day Ambassador – Warren Potent.

Friday 18 January 2018

- Attended meeting with David Solomon, to discuss possible fish farming venture within the Shire.

Wednesday 23 January 2019

- Attended The Crossing Theatre to assist in judging the 'Australia Day Snapshot Photography Competition'

Thursday 24 January 2019

- Attended North West Country University Centre Board Meeting in Moree.

Friday 25 January 2019

- Attended funding announcement for Narrabri West Precinct Project & Narrabri CBD safety & security CCTV funding.
- Hosted tour of Gun Club facilities with Australia Day Ambassador, and delivered him to local accommodation at end of tour.

Saturday 26 January 2019

- Attended Australia Day Functions, commencing at Narrabri at The Crossing Theatre, Travelling to Wee Waa, then on to Boggabri event.

Sunday 27 January 2019

- Drove Australia Day Ambassador to Tamworth Airport to catch his flight back to Sydney.

Tuesday 29 January 2019

- Invited to and attended evening Narrabri Education Foundation graduation & presentation, within the Council Chambers.

Thursday 31 January 2019

- Attended Newell Highway funding announcement with Minister for Roads, Maritime and Freight – Melinda Pavey, at the Tourist Information Centre.

Monday 4 February 2019

- Attended Vickery Mine Extension Project public hearing in Boggabri, that was held at the Boggabri RSL Club, with General Manager and Customer Relations Manager.
- Attended and performed welcome to the Farmlink/Bureau of Meteorology Climate Guide Workshop, held in the Council Chambers.

Tuesday 5 February 2019

- Attended Vickery Mine Extension Project public hearing in Gunnedah (day 2), that was held at the Gunnedah Town Hall, with Manager Planning & Regulatory Services.
- Attended meeting with Council staff to discuss the exterior paintwork for the North West Country University Centre and Library facilities.
- Met with the newly appointed Salvation Army Chaplains for the North West NSW Region, Kelvin & Brenda Stace, based out of Narrabri Shire.

Wednesday 6 February 2019

- Attended meeting with Major General Stephen Day (Drought Relief Taskforce Director) who is touring Moree and Narrabri areas inspecting drought relief efforts, and to also promote the 'Farmlink' drought relief initiative.

Thursday 7 February 2019

- Attended the NSW Department of Primary Industry 'Drought Outlook and Water Availability in the Namoi Region' Workshop – Stakeholder session, at the Narrabri RSL Club.
- Attend the Lillian Hulbert Memorial Prize Committee Meeting, held in the Council Chambers, with fellow Committee members.

Monday 11 February 2019

- Attended February 2019 Councillor Briefing/Workshop day.
- Attended General Manager 6 monthly Performance Review Committee Meeting.

Tuesday 12 February 2019

- Attended Narrabri Chamber of Commerce monthly meeting, to discuss potential of bypass.

Wednesday 13 February 2019

- Attended Seniors Festival/Week Luncheon, and announcement of Winner of Narrabri Shire Senior Festival Award, at the Narrabri RSL Club.

Thursday 14 February 2019

- Attend the 2019 Lillian Hulbert Memorial Prize candidate interviews, with fellow Committee members, in the Council Chambers.

Friday 15 February 2019

- Attended AR Bluett Memorial Award official presentation ceremony at The Crossing Theatre, with the organising committee attending for handover of plaque and to meet Councillors and staff.

Saturday 16 February 2019

- Invited to and attended official opening of the 'Apron Project' Roadshow being hosted at the Narrabri Art & Craft Society shop.

Wednesday 20 February 2019

- Attended the Wee Waa Seniors Festival/Week Luncheon, and announcement of the Lions Senior of the Year Winner, held at the Wee Waa Bowling Club.

8.2 MAYORAL MINUTE - CLARIFICATION ON THE POTENTIAL PLANNING FOR A NARRABRI HEAVY VEHICLE BYPASS

File Number: 441228
Responsible Officer: Catherine Redding, Mayor
Author: Catherine Redding, Mayor
Attachments: Nil

RECOMMENDATION

1. That Council work with RMS and ARTC to put forward the views of the Narrabri Shire Community in regard to the forward planning of any potential Newell Highway heavy vehicle bypass; with Councillor's to receive monthly updates on the progress of discussions.
2. This resolution is intended to replace and supersede Council's previous resolution 255/2018.

POTENTIAL NEWELL HIGHWAY BYPASS

Concern has arisen from a previous Council resolution to engage in discussions with Roads and Maritime Services ("**RMS**") and Australian Rail Track Corporation ("**ARTC**") concerning a potential by-pass of Narrabri on the Newell Highway.

This matter was dealt with at the November 2018 Ordinary Council Meeting.

The original resolution intent was to allow Council staff to engage with the RMS and ARTC on discussions about a potential by-pass of Narrabri.

Officially, Council currently has a neutral policy position on a bypass; Council neither supports nor opposes a Newell Highway by-pass of Narrabri.

As Mayor, I would encourage residents to contact Council, in writing, or contact your elected Councillors to discuss your concerns about a potential by-pass of Narrabri, as engaging with the RMS and ARTC early will allow Council to put forward the views of the community.

This Mayoral Minute is intended to clarify any misconceptions in the community and replace Council's previous resolution on the matter of a potential Newell Highway by-pass of Narrabri.

9 OUR SOCIETY



THEME 1: OUR SOCIETY

STRATEGIC DIRECTION 1: SAFE, INCLUSIVE AND CONNECTED COMMUNITY

By 2027, we will provide a safe, supportive community where everyone feels welcomed, valued and connected.

COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several social priority areas to be actioned over the 2017 - 2018 financial year.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Community development
- Community health and safety
- Community arts, events and entertainment
- Community care services and transport
- Parks, open spaces and sporting facilities
- Children, youth and aged care services
- Disability access services
- Library services

COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following social strategic outcomes:

- Increased community arts, events and entertainment
- Reduction in anti-social behaviour and public offences
- Improved community accessibility and inclusiveness
- Improved sport and recreational services and facilities
- Improved educational services and learning pathways
- Improved community health and support services

9.1 DELEGATES REPORT - NSW PUBLIC LIBRARIES ASSOCIATION - ANNUAL LIBRARY CONFERENCE - NOVEMBER 2018**File Number:** 441041**Responsible Officer:** Catherine Redding, Mayor**Author:** Jenny Campbell, Library Manager**Attachments:** 1. 2018 AGM NSW PLA Agenda  **DELIVERY PROGRAM ALIGNMENT****1. Society**

Objective 1.3 Our communities will be provided with facilities and services to increase social connectivity and accessibility

Strategy 1.3.4 Continually improve access to community facilities and services across the Shire

EXECUTIVE SUMMARY**EXECUTIVE SUMMARY**

This report summarises the presentations at the NSWPLA Annual Library Conference, held in Coffs Harbour in November 2018.

RECOMMENDATION

That Council notes the delegate report for the NSW Public Libraries Association (NSWPLA) - Annual Library Conference held in November 2018.

DELEGATES REPORT

The NSWPLA held a conference in November 2018.

The presentations were:

The Reception Event

Guests were welcomed and the winners of the scholarships and awards were announced. Narrabri Library achieved a Highly Commended in the Population 10,000 – 30,000 category in the Innovation in Outreach Services Awards.

Day One**Welcome to Coffs Harbour**

Cr Denise Knight, Mayor, Coffs Harbour City Council.

Welcome to SWITCH 2018

Cr Dallas Tout President, NSWPLA

Mr Tout, NSWPLA's president noted the work done by libraries, with continued increases in program attendance, collection use, and Wi-Fi sessions. Despite the critically low funding situation, libraries

are the community spaces building social and emotional health, along with literacies of many kinds within our communities.

State Library of NSW Address

Dr John Vallance State Librarian, State Library of NSW

Dr Vallance recognised NSWPLA's efforts in advocacy and professional development support, working with the State Library. He also highlighted the work being done towards a funding solution. He encouraged libraries to find ways of uniting all library voices, to strengthen links with the State Library, and to be creative and daring in the ways libraries can meet their communities' needs. The State Library has opened the Mitchell Library to the public and is looking forward to the State Library's special collections travelling around to NSW Library branches.

Liberal Party Address

Andrew Fraser MP for acknowledged the role of public libraries in communities, and detailed plans to double the library funding, index it and protect library funding by including it in the library regulation.

Susan Benton President and CEO, Urban Libraries Council (USA and Canada).

Susan Benton spoke about the work the Urban Libraries Council is doing, particularly in the areas of education and digital inclusion. As with the North American experience, Australian public libraries can be passive as education organisations.. Events such as literacy programs, Storytime and Summer Reading Club make a positive impact on learning, with joy and fun.

Digital inclusion is a common problem for metropolitan and regional libraries, but communities do differ in terms of what they need. What libraries need is leadership to help navigate inevitable changes to libraries and communities. Susan's suggested working on relationships with others in the community to meet shared goals, innovative leadership that takes risks, and having a voice to take libraries' stories beyond their users.

These ideas were supported by the panel of local leaders, who urged the audience to think differently, take risks, challenge norms, and ask why. Libraries need to work together on shared priorities, and connect councils with the communities staff engage with each day.

Liz Griffiths Service Delivery Librarian, Willoughby Library. Kath Knowles Young Leader Award recipient 2016

Continuing with the important theme of digital inclusion, Liz Griffiths shared the learning from her project about whether libraries should support peer-led, or group-led, learning in digital literacy programs. One thing older, particularly retired, Australians tend not to have access to, is informal learning about digital tools, which leads to more effective use of those tools..

Programs like Tech Savvy Seniors teach the basics in a structured way, but learners want more. Technology evolves, and learning needs to be continuous and varied. Libraries need to help people discover, explore, and be enriched by their online experiences, and to do this, they need to provide varied learning experiences in non-threatening, supportive and social environments.

Liz found that learners want to know why something is useful to them, and they are happy to be exposed to other devices, and people at different levels of learning. Libraries need to move from

being instructors in what we think they need to know, to facilitators and partners in learning, giving people the opportunity to ask questions, and to have ongoing support with trouble-shooting.

This may prove difficult, especially for smaller libraries, so libraries need to know what other avenues are available in the community, so they can work together to meet users' digital literacy needs in a way which suits them, and will therefore have the best results. Library management must also remain committed to building the digital literacy of our staff, and understanding its importance for all community members.

John Robertson Executive General Manager, Foodbank NSW & ACT

John Robertson from Foodbank shared some frightening statistics about people in our communities, with their struggles to put food on the table. These statistics can help Libraries to understand the people they serve, and give the impetus to seek partnerships, and find ways to help those who are struggling

Darren Rodrigo Senior Account Manager, Essential Media

Darren Rodrigo presented the depth of research, hard work, and knowledge that has gone into the Renew Our Libraries (ROL) campaign.

Libraries are sacred places, which engage local supporters, using the excellent material in the partner packs. There was a call to action to get all 128 councils on board with the campaign, and have library stories shared from all of the libraries. The ROL campaign is ongoing; so the pressure needs to remain on, right up to the election, and beyond.

Darren's presentation also gave some great tips applicable for the types of campaigns libraries might undertake:

- Research is critical
- Get the community onside
- Branding is very important
- So too are commitment and clear, achievable goals.

Panel session

Carina Clement Library and Museum Team Leader, Albury City

Margaret Redrup-May Outreach Programs Coordinator, Blacktown City Libraries

Annette Webb Program Coordinator Diversity, City of Sydney Library

Claire Campbell Manager Library Services, Wagga Wagga City Council

Public librarians spoke about how they support refugee communities.

Wagga Wagga City Library provides social glue, trustworthy information, language help and celebration of diversity with their Fusion Festival and Language Café.

The Albury Cultural Exchange has been a partnership project to develop Albury libraries as multicultural hubs, and to embed migrants and refugees within the community. Multicultural playgroups, coffee, card and mandala events, citizenship sessions, and technology classes have connected refugees and new migrants with the libraries, and with each other

Blacktown, have significant collections in other languages, and this year had a celebration for International Mother Language Day. There was sharing of culture and stories, and great relationships developed that can be built on in the cooler months.

City of Sydney run [Fireflies](#), connecting the community, and sparking literacy with a rhyme time that celebrates people from refugee backgrounds, and their songs and stories.

Day Two

Librarian's breakfast

Bookends, a literacy assist programme Christiane Birkett, Gunnedah Library
Narrabri Shire STEM Investigation Awards Jenny Campbell, Narrabri Shire Library
IFLA Conference Sarah Taylor, Shoalhaven Libraries
Contemporary collecting or local history collection using Instagram Ngarie Macqueen, Richmond-Upper Clarence Regional Library

Four librarians presented examples of innovative programs that are happening in libraries.

Labor Party's response to the Liberal presentation on funding

Labor Party's representative acknowledged the importance of libraries, and recognised the dire funding situation. Labor's promises to address that situation are a great start to solving the funding crisis.

Paula Kelly Paull Manager Learning Communities, Hobsons Bay Libraries

This project will provide space for entrepreneurship and innovation, a new approach to learning new skills, and opportunities for skill sharing for the many disengaged youth, and older people who need reskilling. This program is something all libraries can work towards, on different scales.

Some of the key messages conveyed included::

- Culture-strategy-culture is the sandwich organisations need to bring our staff along on a journey; one enthusiastic person is not enough.
- Council funding might take much too long to fund innovative ideas, so seek partners with similar goals elsewhere, and share with them the stories of the intended audience, and what the impact the project will have in each community.
- Be prepared for plot shifts.

Kate Roffey Director – Deals, Investments and Major Projects Wyndham City Council, Victoria

Kate Roffey, former Narrabri resident, mention Narrabri a number of times, noting the changes she had observed over time, while visiting her family. She spoke about responding to change in the age of disruption. Kate stated that customer experience and engagement are the most important factor for the whole of council's technology systems, and that libraries are the ones engaging with the community, and providing good experiences.

When big changes are made, there is a need to make them a strategic priority, have cross-divisional collaboration, invest in capability, and be open-minded and resilient.

Libraries play a big part in the livability of towns and cities, so they need to be smart and think ahead in terms of the ways library services are provided

Everyone experiences disruptions; things that are rapidly changing within communities, but libraries can also be disrupters, not always doing what has always been done. Libraries use what resources they have creatively, and demonstrate value in service.

Gavin Carnegie Learning & Development Manager, Local Government Professionals Australia, NSW

Gavin Carnegie reinforced that change brings opportunity, and by saying yes (while being smart about it), following our interests, and being deliberate, we can become comfortable with change and make the most of it.

Gavin's tips:

- Take small steps
- Explore the challenges so we can deal with them, and find the opportunities they present.
- Join forces with people who can help refine and consolidate our ideas
- Focus on giving – find out what our users and non-users need, and how we can adapt to meet those needs.
- Try new things.
- Embrace imperfection.

Libraries are not the only keepers of knowledge, or the only place that brings the community together, so they need to continually find easy and intuitive ways to connect people with knowledge, and with each other.

Panel Discussion

Philip Edney Manager Library Services, City of Canada Bay

Theresa Jude Librarian, Lachlan Shire Library Service

Jenn Martin Venue Coordinator Libraries, City of Sydney

Margie Kirkness (joint presentation)Manager Libraries & Museum, Shellharbour City Council

Kathryn Baget-Juleff (joint presentation) Group Manager Community Connections, Shellharbour City Council

Philip Edney from Canada Bay shared The Connection, a beautiful community space, including the Learning Space. A bookless library – open and flexible, providing access to eResources, programs, co-working spaces, and space for the types of partnership events that perfectly meet the needs of their particular community, as shown by the statistics.

Theresa Jude from Lachlan Shire Library Service –. Theresa arrived at that less-than-lovely library and filled it with new events and services, and she got out into the community, joined everything, and clearly showed them that they deserved the extended and refurbished library, twenty years after the land was purchased.

Jenn Martin spoke about the great opportunity the City of Sydney has had to build, almost from scratch, a completely new village. The people there live in flats, so their new library is a living room and garden. It is full of flexible spaces, a music room, non-traditional collections, creative opportunities, and programs.

Kathryn Baget-Juleff and Margie Kirkness have also built a library where there was not one before, with civic and cultural heart. Playful, flexible, climbable, inside and outside, community-led experiences, and collections.

The entire panel stressed the importance of consultation with all stakeholders to make their libraries the community spaces that they deserve and want.

Annie Hensley, Principal, FJMT Architects

Annie Hensley, presented photos of stunning library buildings, and more importantly, the stories of the impact of those buildings on regional towns. Design excellence makes a community feel valued, reminds them of the beauty of their place, creates connection, and makes them feel there are no boundaries between the library and the community. Place making is important; aspire to great things, and hang in there if you are waiting for a new library.

Anh Do Author, Actor, Comedian and Artist

Anh Do shared his experiences growing up in a humorous but moving way, putting his success down to libraries, which made a huge difference in his formative year.

Day 3

NSWPLA Annual General Meeting

Financials for 2017-2018 were presented and accepted. The draft budget was presented and adopted.

All motions presented in the NSWPLA Business Paper (Attachment 1) were carried with minor changes.



ANNUAL GENERAL MEETING

**C.ex Coffs
2-6 Vernon Street
COFFS HARBOUR NSW 2450**

Friday 30th November 2018

Registration from 9.00am

Meeting starts at 9.30am

2018 ANNUAL GENERAL MEETING

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ITEM 1 WELCOME

Attendees at the meeting to be welcomed by President Cr Dallas Tout

ITEM 2 ADOPTION OF STANDING ORDERS**STANDING ORDERS**

1. Movers of resolutions be allowed three minutes for introducing their subjects and three minutes for reply, other speakers three minutes, unless by consent of the Annual General Meeting their time be extended. A mover shall also have the right to speak to his motion before a seconder is called for.
2. That in the event of any motion dissenting from the rules of the Chairperson being moved, such motion shall be put without discussion.
3. When an amendment is before the Annual General Meeting, no further amendment shall be discussed until such first amendment has been disposed of.
4. No more than one amendment upon any motion shall be considered unless notice of such further amendment is given before the amendment then under discussion is disposed of.
5. It shall not be in order to move the question be now put until at least two members at the Annual General Meeting, in addition to the mover and seconder, shall have had an opportunity to speak to the question then before the Annual General Meeting.
6. Unless by consent of the Annual General Meeting all resolutions shall be taken in order in which they appear on the Annual General Meeting business paper.
 - 6a. Late motions, which will be accepted until the end of the first day of the conference, shall not be considered until after the ordinary business of the Annual General Meeting has been dealt with. Late motions shall be printed and distributed at the commencement of the Annual General Meeting. This does not affect the right of the Chairperson to seek leave to introduce any urgent matter.
7. When a resolution or amendment has been moved and seconded, no further speech in support of such resolution shall be heard until someone shall have spoken in opposition of such resolution, and thereafter speakers shall only be entitled to speak for or against the resolution in rotation, provided that in any case where the same resolution has been submitted by more than one member a representative from each organisation so submitting the resolution shall be entitled to be heard.
8. The delegates, before speaking, shall give their names and the name of the organisation they represent, provided that an alternate delegate may, with the consent of the Chairperson, speak instead of a listed delegate.
9. The Chairperson shall ex officio be the Chairperson of the Annual General Meeting, and in his/her absence the Chair shall be taken by the Deputy Chairperson, the Immediate Past Chairperson, or with the consent of the Annual General Meeting, by any other delegate for a stipulated time.
10. Voting
 - 10.1 Except as thereafter provided, voting on all motions shall be on the voices
 - 10.2 The Chairperson may direct that voting on any motion shall be taken by a show of hands

10.3 Any delegate may, without notice, move (by a motion which upon being seconded shall be decided on the voices unless the Chairperson directs) that the vote on any motion be taken by a show of hands

10.4 Where the Chairperson directs, or a motion is carried, that voting on a motion be taken by a show of hands:

10.4.1 The Chairperson shall appoint tellers to count, and

10.4.2 to be counted, a delegate shall raise his/her hand in which shall be held his/her delegates voting card.

11. Motions which have already been voted on by the Annual General Meeting shall not be resubmitted during the course of the same Annual General Meeting.

12. The Executive shall be empowered to designate a particular subject or group of subjects for discussion on a workshop basis at an Annual General Meeting and to designate times during which these workshops shall be held. Where the Executive so determines, it shall be competent for the Executive to waive the usual classification requirements covering motions and to group them as it sees appropriate to secure the most productive discussion. The Executive shall be empowered to establish panels of commentators to assist in examination of the selected subject or subjects. During the progress of such a workshop session, normal standing orders shall not apply, and it shall be competent for any person present at the Annual General Meeting to ask questions of the Executive or the panel, or to make comments on the issues before it. Such questions or comments shall be limited to three minutes, provided that the Chairperson, with the consent of the Annual General Meeting, may grant an extension. For the actual determination of specific motions from the Executive and from members however, the speaking and voting provisions of standing orders shall apply in the usual way, i.e. delegates only.

ITEM 3 APOLOGIES

Apologies that have not been notified prior to the meeting and during the registration process will be recorded

Apologies received to 16 November 2018

Name	Council/Library
Deborah Lissom	Ku-ring-gai Council
Debbie Best	Sutherland Shire Council
Laurence McDonnell	Blacktown City Council
Cr Philipa Veitch	Randwick City Council
Cr Frances Vissel	Lane Cove Council
Cr Tony Reneker	Lane Cove Council

ITEM 4	CONFIRMATION OF MINUTES OF 2017 AGM
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**MINUTES of the ANNUAL GENERAL MEETING held at
The Event Centre @ Panthers, 123 Mulgoa Road, PENRITH NSW 2750
Friday 24th November 2017**

Meeting opened at 9.38am

ITEM 1	WELCOME
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Attendees were welcomed by President Cr Dallas Tout

ATTENDANCE:

<i>Name</i>	<i>Council</i>	<i>Name</i>	<i>Council</i>
Carina Clement	Albury City Council	Cr Maxine Booby	Narrabri Shire Council
Michelle Head	Albury City Council	Jenny Campbell	Narrabri Shire Council
Cr Monica Morse	Bathurst Regional Council	Cr Barbara Bryon	Narrandera Council
Patou Clerc	Bathurst Regional Council	Sue Killham	Narrandera Council
Beth Hall	Bathurst Regional Council	Cr Les Lambert	Narromine Council
Samantha Fenton	Bega Valley Shire Council	Suzie Gately	Newcastle City Council
Surinder Kaur	Bellingen Shire Council	Jan Richards	Orange City Council
Adele Casey	Bland Shire Council	Andrea Lovell	Parkes Shire Council
Cr Romola Hollywood	Blue Mountains Council	Shellie Buckle	Parkes Shire Council
Vicki Edmunds	Blue Mountains Council	Sandie ward	Parkes Shire Council
Helen Kassidis	Burwood Council	Jim Maguire	Port Macquarie-Hastings
Cr Eva Campbell	Camden Council	Sarah Dean	Penrith Council
Bernadette Fleet	Camden Council	Kris Abbott	Port Stephens Council
Garry Starr	Canterbury-Bankstown	Elizabeth Bott	Queanbeyan Palerang Council
Philip Edney	City of Canada Bay	Kenrick Winchester	Queanbeyan Palerang Council
Jill Webb	City of Ryde	Barbara Todes	Randwick Council
Rose-marie Walters	Cessnock City Council	Gary Ellem	Richmond Upper Clarence
Kathryn Breward	Clarence Valley Council	Corinne Hughes	Richmond Upper Clarence
Enzo Accadia	Coffs Harbour City Council	Nicole Lonsdale	Singleton Council
Cindy Smith	Cootamundra-Gundagai	Cr Tony Jarrett	Singleton Council
Penny Howse	Cootamundra-Gundagai	Deborah Best	Sutherland Council
John Bayliss	Dubbo Regional Council	Shiralee Franks	Tamworth Council
Wilma Bancroft	Georges River Council	Kerri Cone	Upper Hunter Shire Council
Elizabeth McCutcheon	Gilgandra Shire Council	Elizabeth Walter	Upper Hunter Shire Council
Susan Kane	Greater Hume Shire Council	Michaela Olde	Upper Lachlan Shire Council
Jenny Whitlock	Greater Hume Shire Council	Robert Knight	Wagga Wagga Council/RRL
Janice Ottey	Hilltops Council	Amy Heap	Wagga Wagga Council/RRL
Cheryl Etheridge	Hornsby Shire Council	Karen Wendt	Wagga Wagga Council/RRL
Cr Dianna Baker	Inverell Council	Cr Dallas Tout	Wagga Wagga Council/RRL
Cr Neil Reilly	Kiama Council	Cr Yvonne Braid	Wagga Wagga Council/RRL

Michelle Hudson	Kiama Council	Monique Shephard	Wagga Wagga Council/RRL
Joanne Smith	Lake Macquarie Council	Claire Campbell	Wagga Wagga Council/RRL
Jo Carmody	Lismore Council	Christine Bolton	Wagga Wagga Council/RRL
Terry O'Keefe	Lithgow Council	Cr Bill Heazlett	Walcha Council
Keryl Collard	Maitland Council	Pauline Serdity	Warren Council
Cr Robert Aitchison	Maitland Council	Pamela Kelly	Warren Council
Michelle Maunder	Mid-Western Council	Roniet Meyerthal	Waverley Council
Rachel Carr	Mid-Western Council	Jody Rodas	Waverley Council
Chris Jones	MidCoast Council	Cathy Bright	Willoughby Council
Sally Walters	Moree Plains Council	Corinna Pierce	Woollahra Council
Samantha Geatches	Moree Plains Council	Michelle Manderson	Yass Valley Council
Cr Catherine Redding	Narrabri Shire Council	Cathy Campbell	Yass Valley Council

ITEM 2 ADOPTION OF STANDING ORDERS

Moved Cr Dianna Baker and seconded Cr Bill Heazlett that the Standing Orders be adopted. CARRIED

ITEM 3 APOLOGIES

The meeting was advised that apologies had been received prior to the meeting and these would be recorded in the minutes.

Name	Council	Name	Council
Cr David Thurley	Albury City Council	Cr Gae Swain	Gunnedah Shire Council
Cr Sharon Cadwallader	Ballina Council	Carolyn McLeod	Inner West Council
Cr Jacqui Rydge	Bathurst Regional Council	Sonya Lange	Inverell Shire Council
Cr Jan Wyse	Bland Shire Council	Cr Kelly	Ku-ring-gai Council
Cr Paul Han	City of Parramatta	Deborah Lisson	Ku-ring-gai Council
Michel Burton	City of Parramatta	Linda Horswell	Mosman Council
Jennifer Rosevear	Campbelltown City Council	Cr Libby Moline	Mosman Council
Justine Uluibau	Campbelltown City Council	Cr Declan Clausen	Newcastle City Council
Dianne Abbott	Campbelltown City Council	Cr Barbara Newton	Parkes Shire Council
Cr Karen Toms	Clarence Valley Council	Cr Ken Keith (Mayor)	Parkes Shire Council
Cr Peter Ellem	Clarence Valley Council	Cr Louise O'Leary	Parkes Shire Council
Cr Ruth Fagen	Cowra Shire Council	Cr Bill Tayet	Parkes Shire Council
Cr Sally Townley	Coffs Harbour City Council	Cr Deidree Steinwall	Sutherland Shire Council
Roslyn Cousins	Coffs Harbour City Council	Cr Greg McLean	Sutherland Shire Council
Cr Christina Wu	Georges River Council	Brenda Barrett	The Hills Shire Council
Cr Noel Wrigley	Gilgandra Shire Council	Kay Delahunt	Tamworth Council
Kerry Byrne	Glen Innes Severn Council	Cr Karlene Irvine	Warren Shire Council
Cr Carol Sparks	Glenn Innes Severn Council	Tracey Luhrs	Wagga Council/RRL
Karen Lowe	Griffith City Council	Vicki Munro	Woollahra Council
Christiane Birkett	Gunnedah Shire Council		

Moved Cr Les Lambert and seconded Ms Jan Richards that the apologies be accepted. CARRIED

New South Wales Public Libraries Association Annual General Meeting 30 November 2018

ITEM 4 CONFIRMATION OF MINUTES OF 2016 AGM

Moved Ms Jan Richards and seconded Cr Romola Hollywood that the Minutes be accepted.

CARRIED

ITEM 5 ACTION LIST - BUSINESS ARISING

Nil Business Arising.

ITEM 6 ANNUAL REPORT

Cr Dallas Tout spoke briefly to the report and advised members that the Annual Report would be on the Association website. He invited zone representatives to speak to their reports. The invitation was not taken up.

Moved Cr Romola Hollywood and seconded Cr Robert Aitchison that the Annual Report be accepted.

CARRIED UNANIMOUSLY

ITEM 7 AUDITED FINANCIAL REPORTS

Members were invited to discuss the financial reports. There was no discussion.

Moved Cr Les Lambert and seconded Chris Jones that the audited financial reports of NSWPLA for the period July 1 2016 to 30 June 2017 - as presented – and including

- the opinion of the committee that the statements are correct and a fair view of the financial position of the association and
- that NSWPLA will be able to pay its debts as and when they fall due and
- the auditor's report

be accepted.

CARRIED UNANIMOUSLY

ITEM 8 ITEMS OF BUSINESS**8.1 NOTICES OF MOTION**

Ms Adele Casey and Mr Robert Knight appointed as counters for voting.

8.2 SPECIAL RESOLUTION

Discussion on the place of the Appendix in the Constitution and changes required to be made as the listing of Councils by Zone is not correct.

It was agreed:

1. That the Appendix is part of the registered Constitution
2. It is not part of the current Special resolution as changes to the Appendix were not included in the Special Resolution when it was circulated to members as required by the process for dealing with Special Resolutions
3. The Executive will look at the contents of the Appendix as part of the proposed review of Zone boundaries.
4. When boundaries are agreed a Special resolution will be circulated to all members prior to the AGM in November 2018.

The motions as presented:

That the NSWPLA membership, by Special Resolution, adopt the changes to the Constitution and authorises its submission to Fair Trading NSW for registration of the changes. The changes will only take place once the Constitution is registered with Fair Trading NSW.

Moved by Cr Romola Hollywood and seconded Cr Dianna Baker

New South Wales Public Libraries Association Annual General Meeting 30 November 2018

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Votes were:

In Favour of the motion as put:	50
Against the motion as put:	1
Abstain:	2

CARRIED

8.3 MOTION 1

The North East Zone propose that NSWPLA continue to campaign for increased state government funding for NSW Public Libraries to double the current level of funding over the next 4 years to ensure the sustainability of the 358 strong NSW public library network.

Moved Cr Bill Heazlett and seconded Cr Dianna Baker.

CARRIED UNANIMOUSLY

8.3 MOTION 2

That the NSW Public Libraries Association Executive consider sponsoring a library staff member to the IFLA (International Federation of Library Associations) World Library and Information Conference (WLIC) in Kuala Lumpur, Malaysia from 24 -30 August 2018.

Ms Jan Richards spoke to the motion explaining that it is a great opportunity for a library staff member to attend the conference where they would be mentored by other attendees and introduced to a wider network and participate in conference activities. The IFLA Conference is not often held in such close proximity to Australia and the opportunity will not present itself again for some time. The sponsorship would be a "one off" for the 2018 conference only.

Moved Ms Jan Richards and seconded Mr Garry Starr.

CARRIED UNANIMOUSLY

The Executive will further develop the sponsorship to be offered and will undertake an Expression of Interest process.

ITEM 9 GENERAL BUSINESS

Nil general business.

ACKNOWLEDGEMENTS AT END OF AGM

Cr Dallas Tout acknowledged the members in attendance at the meeting and thanked them for the support of the Special resolution. This was based on the work undertaken by the Executive and Zone Executives at the Strategic Planning Day. The change signals the will of the membership to move forward.

Meeting closed at 9.55am
Lynne Makin
Executive Officer

30 November 2017

ITEM 5 BUSINESS ARISING

Agenda Item Number	Item	Status
Item 8.2	That the NSWPLA membership, by Special Resolution, adopt the changes to the Constitution and authorises its submission to Fair Trading NSW for registration of the changes. The changes will only take place once the Constitution is registered with Fair Trading NSW.	Executive Officer submitted changes to Fair Trading and Constitution accepted
Item 8.3 Motion 1	The North East Zone propose that NSWPLA continue to campaign for increased state government funding for NSW Public Libraries to double the current level of funding over the next 4 years to ensure the sustainability of the 358 strong NSW public library network.	Funding campaign continued with the launch of Renew Our Libraries. Increased Funding promised. Campaign continues to Double the funding – Index the Funding – Protect Funding
Item 8.3 Motion 2	That the NSW Public Libraries Association Executive consider sponsoring a library staff member to the IFLA (International Federation of Library Associations) World Library and Information Conference (WLIC) in Kuala Lumpur, Malaysia from 24 -30 August 2018.	Sarah Taylor from Shoalhaven Libraries was the successful staff member to be sponsored to attend the IFLA Conference

ITEM 6 ANNUAL REPORT

The 2017-2018 Annual Report will be tabled at the meeting by the President (copies will be available at the registration desk). The report will be available on the NSWPLA website after the AGM.

RECOMMENDATION: That the NSWPLA 2017-2018 Annual Report be accepted.

ITEM 7 AUDITED FINANCIAL STATEMENTS
--

The audited Financial Statements for 2017 - 2018 are tabled for adoption.

RECOMMENDATION: That the audited financial reports of NSWPLA for the period July 1 2017 to 30 June 2018 - as presented – and including

- the opinion of the committee that the statements are correct and a fair view of the financial position of the association and
- that NSWPLA will be able to pay its debts as and when they fall due and
- the auditor's report be accepted

New South Wales Public Libraries Association Inc.
Financial Statements for the year ended 30th June, 2018

Contents

Income and Expenditure Statement

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Statement by Members of the Committee

New South Wales Public Libraries Association Inc.
Income and Expenditure Statement
For the year ended 30 June 2018

	2018	2017
	\$	\$
Revenue		
Memberships NSWPLA	160,850.00	162,737.17
Libraries Australia Contributions	293,642.47	286,594.14
Membership & Sponsorship Aust. Mobile Lib. Network	5,539.09	5,810.00
Conference Fees SWITCH (2017 to 2019)		
Conference Fees & Sponsorship 2016		88,400.50
Conference Fees & Sponsorship 2017	89,600.00	136,920.00
Conference Fees & Sponsorship 2018	<u>129,630.00</u>	
Total Conference fees	219,230.00	225,320.50
Interest Received	3,284.34	3,125.86
Sundry Income	32.95	107.50
Scholarships & Awards Sponsorships	1,671.65	2,000.00
AMLOSN Symposium	6,900.00	1,800.00
AMLOSN Reach Out Conference	<u>7,875.00</u>	
	<u>699,025.50</u>	<u>687,495.17</u>
Expenditure		
Accounting & Audit Fees	3,131.79	2,818.19
Advertising & Marketing	3,640.91	
Awards & Scholarships (inc Marketing)	12,688.20	12,205.01
Australasian Mobile Libraries Network		
Conference & Awards		530.50
Website	3,396.71	1,806.96
Meeting costs	618.04	848.00
AMLOSN Symposium	11,220.49	-
Bank Charges	454.02	361.00
Conference Expenses SWITCH		
Venue Hire	31,759.45	31,419.78
- Event Management	4,029.34	2,771.35
Catering	63,327.25	50,790.55
Entertainment	590.91	1,560.00
Equipment & Display Hire	23,756.17	15,051.25
Printing & Design	16,175.00	16,010.00
- Speakers Fees (inc Travel & Accommodation)	46,903.50	33,799.53
- Insurance Conference	2,578.86	
Sundry Expenses	<u>2,929.79</u>	<u>2,758.44</u>
	192,050.27	154,160.90
Consultancy Fees Strategic Planning		4,800.00
E-Newsletter	2,680.00	3,990.00
Executive Officer Fees	79,440.00	71,760.00
Executive Officer Travel & Accommodation	868.87	1,391.86
Filing Fees Annual Return	219.06	175.95
Funding Campaign Media & Meeting costs	31,277.67	-
Insurance Public Liability & Management	2,118.00	2,213.20
Libraries Australia Contribution	288,801.38	288,801.38
Meeting costs Executive		217.41
Meeting costs AGM Venue and Printing	2,443.73	1,991.62
Network Partnerships & Projects (ALIA)	10,000.00	9,363.64
Office Equipment & Supplies	118.52	3,702.64
Postage	1,180.90	465.31

The accompanying notes form part of these financial statements.

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New South Wales Public Libraries Association Inc.
Income and Expenditure Statement
For the year ended 30 June 2018

	2018	2017
	\$	\$
Printing & Design	2,300.00	516.39
Sponsorship LGNSW Conference		1,902.70
Sundry Expenses	372.92	
Telephone (inc Teleconference)	541.20	429.90
Travelling Expenses Executive	3,205.29	2,441.48
Website Maintenance & Hosting Fees	<u>5,783.78</u>	<u>4,299.28</u>
	658,551.75	571,193.32
Net Surplus	<u><u>40,473.75</u></u>	<u><u>116,301.85</u></u>

The accompanying notes form part of these financial statements.

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New South Wales Public Libraries Association Inc.
Balance Sheet
As at 30 June 2018

	2018	2017
	\$	\$
Members' Funds		
Accumulated Surplus & Initial Funds	742,663.65	702,189.90
Total Members' Funds	<u>742,663.65</u>	<u>702,189.90</u>
Represented by:		
Current Assets		
NAB Working Account	58,350.95	111,011.41
NAB Cash Management Account	657,295.96	540,848.94
Sundry Debtors ATO	776.00	
Accounts Receivable	<u>28,380.00</u>	<u>57,042.89</u>
	744,802.91	708,903.24
Total Assets	<u>744,802.91</u>	<u>708,903.24</u>
Current Liabilities		
NAB Business Credit Card	(2,009.94)	(2,476.64)
Sundry Creditor ATO		3,986.00
Trade Creditors	3,432.00	
Provision for GST	<u>717.20</u>	<u>5,203.98</u>
	2,139.26	6,713.34
Total Liabilities	<u>2,139.26</u>	<u>6,713.34</u>
Net Assets	<u>742,663.65</u>	<u>702,189.90</u>

The accompanying notes form part of these financial statements.

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**New South Wales Public Libraries Association Inc.
Notes to the Financial Statements
For the year ended 30 June 2018**

The financial statements cover New South Wales Public Libraries Association Inc. as an individual entity. New South Wales Public Libraries Association Inc. is a not for profit Association incorporated in New South Wales under the Associations Incorporation Act 2009 ('the Act').

1. Basis of Preparation

This is a special purpose financial report that has been prepared to meet the Association's accountability requirements. Specifically they have been prepared to

meet the reporting requirements of the Act.
distribute to the member Councils of the Association

The Financial Statements have been prepared in accordance with the following Australian Accounting Standards

AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors
AASB 1048 Interpretation of Standards

No other Australian Accounting Standards, Urgent Issues Group Consensus View or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The Financial Statements are based on historic costs and do not take into account the changing value of money. The accrual and going concern basis of accounting have been adopted.

(a) Contingent Liabilities

At the date of this report the Association is unaware of an contingent liability not recorded or disclosed in the Financial Statements.

(b) Events occurring after reporting date

There have been no significant events since reporting date and the date of this report likely, in the opinion of the Committee, to affect significantly the operations of the Association, the results of those operations or the state of affairs of the Association in subsequent financial years.

**New South Wales Public Libraries Association Inc.
Independent Auditor's Report
to the Members**

Report on the Financial Report

We have audited the accompanying financial report being a special purpose financial report, of New South Wales Public Libraries Association Inc., which comprises the Balance Sheet as at 30 June 2018 and the Income and Expenditure Statement for the year then ended and Notes to the Financial Statements.

Committee's Responsibility for the Financial Report

The committee of New South Wales Public Libraries Association Inc. is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Associations Incorporation Act 2009 (NSW) and for such internal control as the committee determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation of the financial report that gives a true and fair view, in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

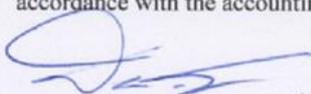
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

As auditors for the audit of New South Wales Public Libraries Association Inc for the financial year ended 30th June, 2018 we declare that, to the best of our knowledge and belief, there have been no contraventions of the code of conduct relating to independence in APES 110 Code of Ethics for Professional Accountants issued by the Accounting Professional and Ethical Standards Board.

Opinion

In our opinion, the financial report gives a true and fair view of the financial position of New South Wales Public Libraries Association Inc. as at 30 June 2018, and its financial performance for the year then ended in accordance with the accounting policies described in the Notes to the Financial Statements.



David J. Gill CA (holder of public practice certificate)

David Gill & Co

16th November, 2018

**New South Wales Public Libraries Association Inc.
Statement by Members of the Committee**

The committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the Notes and to comply with the requirements of the Associations Incorporation Act (NSW) 2009.

In the opinion of the committee

1. the financial statements are correct and give a true and fair view of the financial position of New South Wales Public Libraries Association Inc. as at 30 June 2018 and its performance for the year ended on that date.
2. at the date of this statement, there are reasonable grounds to believe that New South Wales Public Libraries Association Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the committee and is signed for and on behalf of the committee by:



.....
President: Dallas Tout



.....
Secretary/Treasurer: Adele Casey

Signed this day of November, 2018

ITEM 8	ITEMS OF BUSINESS
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8.1	NOTICES OF MOTION
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Motions were called for from all zones of the association. They are tabled as follows:

- The Executive Motion 1
 Special resolutions 1, 2, 3
- Central East Zone Nil motions
- Central West Zone Nil Motions
- North East Zone Motions 2, 3, 4
- South East Zone Nil motions
- South West Zone Nil motions
- Sydney North Zone Nil motions
- Sydney South Zone Nil motions
- Sydney West Zone Nil motions

8.1.1	MOTION 1	Annual Rate Pegging Increase to NSWPLA Membership Fees
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Motion submitted by:	NSWPLA Executive
Motion endorsed by:	NSWPLA Executive
Date motion submitted for inclusion in AGM agenda:	18 September 2018
<p>Wording of motion:</p> <p>That the annual rate pegging figure for NSW councils be applied to NSWPLA membership fees every year commencing in the 2019-2020 financial year</p>	
<p>Explanation of motion:</p> <p>It is noted that membership fees and conference income are the only major sources of Association income, so to ensure that NSWPLA remains financially viable it is important that membership fees are linked to an accepted local government index.</p> <p>It is also noted that income from the current NSWPLA membership fees, which were reviewed and applied after the 2016 NSW council amalgamations, was less in total than the pre-amalgamation membership fees. No increases were in 2017-18 or 2018-19.</p> <p>If endorsed, the recommendation above will ensure that future NSWPLA membership fees are indexed to the annual rate pegging figure for NSW councils.</p>	

8.1.2 MOTION 2 Support for Renew Our Libraries Funding Campaign	
Motion submitted by:	North-East Zone
Motion endorsed by:	Moved Cr Nathan Willis and seconded Cr Sally Townley (CARRIED)
Date motion submitted for inclusion in AGM agenda:	24 September, 2018
Wording of motion: That all member councils of NSWPLA be encouraged to provide their ongoing support to the Renew Our Libraries funding campaign, noting that this is an apolitical advocacy initiative that seeks to address 40 years of ongoing neglect by every state government since 1980 regarding the ongoing attrition of state funding for NSW libraries which leaves NSW with the lowest per capita state funding in Australia.	
Explanation of motion: The motion acknowledges the effectiveness of the <i>Renew Our Libraries</i> campaign and recognises that to achieve more long-lasting and stable funding it is necessary to have widespread support. It also acknowledges that the funding problems have arisen over some decades and that all sides of politics have contributed to the situation. The <i>Renew Our Libraries</i> campaign should remain apolitical, with councils from across the State focussing on the central issue of adequate ongoing funding for public libraries and supporting moves to address this matter.	

8.1.3 MOTION 3 Clarification of \$60 million Funding Announcement
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Motion submitted by:	North-East Zone
Motion endorsed by:	Moved Cr Nathan Willis and seconded Cr Sally Townley (CARRIED)
Date motion submitted for inclusion in AGM agenda:	24 September, 2018
Wording of motion:	
<p>That NSWPLA seek clarification in relation to the \$60 million funding announcement. In particular:</p> <ul style="list-style-type: none"> • Whether the previous reduction in funding in the 2018/19 budget reduces the impact of the \$60 million fund allocation • Security for funding beyond 2022/23 • Impact on libraries of hosting Service NSW kiosks • Indexing of per capital funding past 2022/23 	
Explanation of motion:	
<p>Whilst welcoming the funding packaging and recognising that the State Library is currently working on a funding distribution model a number of matters in the announcement need clarification. There may be further elements that NSWPLA also wish to add to this list.</p> <p>In relation to the specific matters identified:</p> <p>Previous reduction in funding: In 2018/19 the State Government removed \$1.275 million from the operational funding for councils across NSW. A further \$4 million was removed from the grant funding pool. Whilst \$5 million was allocated to the Regional Cultural Fund this still represents an overall cut of \$5.275 million from the 2017/18 budget allocation. Is the additional \$60 million based on the 2017/18 funding or 2018/19 funding? If the latter, does this mean the \$60 million have to be offset by the reduction in budget of \$5.275 million (\$21.1 million over 4 years)?</p> <p>Security of funding: At present this funding increase ends in 2022/23. To avoid the same situation as occurred in 2018/19 what actions are being taken to secure long-term funding?</p> <p>Service NSW kiosks: The package includes \$1 million over four years (\$0.25 million each year) to roll-out Service NSW kiosks (as an opt-in model). What are the details of this program and has there been any assessment/modelling of the actual impact expected on libraries who host a kiosk?</p> <p>Indexing: A central problem with the previous funding model was a lack of indexing. What will be done to address this beyond 2022/23?</p>	

8.1.4 MOTION 4 State Government Opposition public library funding model	
Motion submitted by:	North-East Zone
Motion endorsed by:	Moved Cr Nathan Willis and seconded Cr Sally Townley (CARRIED)
Date motion submitted for inclusion in AGM agenda:	24 September, 2018
Wording of motion: That NSWPLA seek information from the State Government Opposition regarding their public library funding model in view of the announcement from the State Government.	
Explanation of motion: The State Opposition had previously announced an increase overall funding to all suburban and regional NSW public libraries by \$50 million. This will include a \$25 million Public Library Infrastructure Fund and a doubling of the per capita funding subsidy from \$1.85 to \$3.70 – in the first term of government. The motion seeks a response from the State Opposition in light of the recent funding announcement by the State Government and to ascertain if the State Opposition is reconsidering its initial funding proposal.	

8.2 SPECIAL RESOLUTIONS

8.2.1 Special Resolution 1

Rate Pegging applied to Annual membership Fees commencing Financial Year 2019-2020

Special Resolution submitted by:	NSWPLA Executive
Special Resolution endorsed by:	NSWPLA Executive
Date Special Resolution submitted for inclusion in AGM agenda:	18 September 2018
Wording of Special Resolution:	
<p>Part 2 – Clause 8 (1) and 8 (2) of the NSWPLA Constitution be amended to include the provision for annual membership fees be increased by the preceding year's rate pegging figure for NSW councils as follows:</p> <p>8. Fees and subscriptions</p> <ol style="list-style-type: none"> 1) A member Council of the association must pay to the association the annual membership fee. 2) The annual membership fee will increase by the preceding year's rate pegging figure for NSW councils. 	
Explanation of motion:	
<p>The proposed changes are required to reflect the outcomes of the motion to increase the membership fees by rate pegging commencing in the 2019-2020 financial year.</p> <p>Current wording in Constitution:</p> <p>Part 2 – Clause 8 Fees and subscriptions</p> <ol style="list-style-type: none"> 1) A member Council of the association must pay to the association the annual membership fee as determined by the association annually, at its annual general meeting. 2) An annual schedule of membership fees of the Association determined by a resolution at the Annual General Meeting each year. 	

8.2.2 Special Resolution 2	
NSWPLA Voting Member Delegates	
Special Resolution submitted by:	NSWPLA Executive
Special resolution endorsed by:	NSWPLA Executive
Date Special Resolution submitted for inclusion in AGM agenda:	18 September 2018
Wording of Special Resolution:	
<p>That the following changes be made to the Constitution</p> <p>Part 2 – Membership</p> <p>3. Membership generally</p> <ol style="list-style-type: none"> 1) Membership shall be open to each Council (member) directly providing or contributing funds towards the operation of a standalone or regional public library service. 2) Representatives from a financial member Council may be elected Councillors of the Council; and/or administrative officers who are senior professional officers of the Council; and/or the Library Director/Manager or Library Officer-in-Charge of the Council's library service. 3) Member Councils will be requested to appoint a NSWPLA Councillor delegate after each quadrennial local government election. 4) Only one representative is entitled to vote, and only the voting representative will be counted in the quorum. 5) Each current financial member (Council) shall be entitled to one vote on any motion, with the meeting Chairperson having a casting vote in the event of a tied vote. If one or more Councillor representatives of a member are present at a meeting, then one of the Councillors present shall exercise the voting rights of the member. In the absence of any Councillor representative, the member's voting rights shall be exercised by another representative of the member. 6) Observer status is extended to other elected or professional officers of a member Council or Library Service (not being a nominated representative of the member) at the discretion of the meeting Chairperson. 	

Explanation of Special Resolution

The NSWPLA Constitution Part 2 (Membership) sections 3 (1) and 3 (2) currently requires NSWPLA members (Councils) to nominate three delegates to attend meetings as follows:

- (a) one being an elected Councillor of the Council
- (b) one being an administrative officer who is a senior professional officer of the Council
- (c) one being the Library Director/Manager or Library Officer-in-Charge of the Council's library service

This requirement has caused considerable angst at a number of past NSWPLA Annual General Meetings (which are held in conjunction with the annual SWITCH Conference) where the Conference delegates aren't necessarily the meeting delegates nominated by councils.

In addition, a number of Councils across the state routinely fail to nominate meeting delegates and/or advise the NSWPLA Executive Office of their nominated meeting delegates.

Explaining these complications to councillors and council/library staff who are expecting to vote on behalf of their respective councils at Annual General Meetings is a challenge for NSWPLA representatives who are working on the administration desk.

It is therefore proposed to simplify the process by modifying the Constitution so that Councils are no longer required to formally appoint named NSWPLA delegates.

Current wording of Constitution

- 1) *Membership shall be open to each Council (member) directly providing or contributing funds towards the operation of a standalone or regional public library service.*
- 2) *Each current financial member (Council) shall be entitled to nominate from time to time, three (3) member representatives from the following categories to attend meetings.*
 - (a) one being an elected Councillor of the Council*
 - (b) one being an administrative officer who is a senior professional officer of the Council*
 - (c) one being the Library Director/Manager or Library Officer-in-Charge of the Council's library service.*

8.2.3 Special Resolution 3
Removal of List of member Councils from the Constitution and adding as an Addendum

Special Resolution submitted by:	NSWPLA Executive
Special Resolution endorsed by:	NSWPLA Executive
Date Special Resolution submitted for inclusion in AGM agenda:	18 September 2018
Wording of Special Resolution:	
<p>That Appendix A to the Constitution – the NSW Public Libraries Association Zones – Member Councils – be removed from the Constitution and be added as an addendum that is not registered with the Constitution.</p>	
Explanation of Special Resolution:	
<p>The Constitution guides the governance of the Association. All provisions in the Constitution – after acceptance by Fair Trading NSW – are the provisions under which the association operates.</p> <p>The Appendix - List of Councils by Zone - was registered as part of the Constitution. It is currently out-of-date after amalgamations as it can only be altered as specified by NSW Fair Trading as follows:</p> <ul style="list-style-type: none"> • An association may change its constitution by passing a special resolution. The change must be consistent with the Act and the rest of the constitution. • The association must apply for registration of the changes within 28 days of the special resolution being passed <p>If the List is updated under these provisions and remains registered as part of the Constitution it can still be affected by future amalgamations, a council changing its name or changes to zones</p> <p>To remove the necessity for future Constitutional change - if the list is an Addendum to the Constitution and is not registered as part of the Constitution then changes can be made immediately.</p>	

8.3 MOTIONS FROM THE FLOOR

Any motions from the floor are to be provided to the Executive Office, in writing, prior to the start of the AGM.

ITEM 9 GENERAL BUSINESS

Any items of business not presented in the agenda.

CLOSE

Lynne Makin
Executive Officer

16 November 2018

9.2 DELEGATES REPORT - WEE WAA LOCAL HEALTH SERVICE ADVISORY COMMITTEE MEETING - 26 NOVEMBER 2018**File Number: 441364****Responsible Officer: Maxine Booby, Councillor****Author: Delece Hartnett, Personal Assistant to GM & Mayor****Attachments: 1. Wee Waa HAC Minutes - 26 November 2018**  **DELIVERY PROGRAM ALIGNMENT****1. Society**

Objective 1.1 Community health, safety and support services will adequately meet changing community needs

Strategy 1.1.1 Support and encourage health and wellbeing programs and services to improve resident lifestyles

RECOMMENDATION

That Council note the Delegates Report from Cr Booby from the Wee Waa Local Area Health Service Advisory Committee Meeting held on Wednesday 26 November 2018.

DELEGATES REPORT

The Wee Waa Local Area Health Service Advisory Committee Meeting was held on Wednesday 26 November 2018.

The Minutes from the meeting are attached.



Minutes of *Wee Waa Health Committee*

DATE: 26th November 2018

VENUE: Wee Waa Conference Room

PRESENT: Anne Weekes, Maxine booby, Liz Burgess, Ron Lowder, Ian Kamerman (teleconference)

APOLOGIES: Marika Deacon

TIME COMMENCED: 5.15pm

TIME COMPLETED: 6.15pm

MINUTES: Jocelyn Palmer HSM

ITEM NO.	TOPIC	DISCUSSION	ACTION / TIMELINE	RESPONSIBILITY
1.	<u>Acknowledgment of Country</u>	"I would like to acknowledge the Traditional Custodians of the land on which we live and work and recognise their continuing connection to the land, water and community. I pay my respects to Elders both past, present and emerging"		HSM
2.	<u>Confirmation of Previous Minutes</u>	A Weekes, R Lowder		HSM
3.	<u>Outstanding Actions/Items</u> 3.1 Review of Action List 3.2			
4.	<u>Presentations</u> [optional heading] 4.1			

<p>5.</p>	<p>General Business <i>{Items for Discussion}</i> 5.1</p>	<ul style="list-style-type: none"> • Recruitment – VMO currently out in eRecruit • Clinic room EOI out and closed NWH successful • CNE 0.2 advertised - filled • 2.4 senior RN advertised • 1 junior RN advertised • 2 FTE unable to advertise needing agency – no contracts over Christmas and New Year – 1 cancelled • Some serious staffing shortfall  <p>3742_001.pdf</p>	<p>Hospital site report given and attached Discussed communications to community regarding weekend doctors and re-building trust with community in service provision. J Palmer to contact communications unit re newspaper weekly publish when doctors on site, and what can be done to have more communication with community of positive hospital promotion. J Palmer to talk to ambulance regarding public health promotion regarding calling ambulance in an emergency. J Palmer spoke to A Weekes re the table and chairs at the doctors flat and that one had broken. J Palmer to replace these with donated chairs.</p>	<p>J Palmer to action</p> <p>J Palmer to action</p> <p>J Palmer to action</p>
<p>6.</p>	<p>Standing Items 6</p>	<ul style="list-style-type: none"> • Closure of Culture Change project • Tidy office improvement project • Port-a-cath service now at Wee Waa – being well utilised • Project updates – Serenity Room - ED upgrade • IPLN nurse –Kay Pynor to undertake role until further notice, commenced Thursday 25th October and did Hand Hygiene Audit 		
<p>7.</p>	<p>Other Business <i>{items not listed on the agenda}</i></p>	<p>National Standards 1 Clinical Governance Standard 2 Partnering with Consumers 3 Preventing & Controlling Healthcare Associated Infections</p>	<p>Mehi Sector national Standard lead person 1. Janet Pope (David Quirk, Emma Morris patient safety officer, Teresa Bouton WH&S Mehi manager)</p>	

		<p>4 Medication Safety 5 Comprehensive Care 6 Communicating for Safety 7 Blood Management 8 Recognising and Responding to Acute Deterioration</p> <p>Link to National Standards 2nd edn</p>	<p>2. Margo Carberry (Lee Clissold) 3. Sharon Simpson (Elizabeth Worboys) 4. Bronwyn Cosh (Ella Maxwell regional pharmacist) 5. Susan Mack (Renae Bolch, Cathy Lees) 6. Anne Lemmon (Greg Blackwell) 7. Liz Murphy (Sharon Simpson) 8. Jocelyn Palmer (Helen Haire)</p> <p>https://www.safetyandquality.gov.au/wp-content/uploads/2017/12/National-Safety-and-Quality-Health-Service-Standards-second-edition.pdf</p>	
8.	<p><u>For Information</u> 8.1</p>	<p>VMO issue – EOI for clinical rooms on Facebook page and advertised Recruitment is currently advertised for a VMO/GP HNE actively seeking recruitment for same VMO for 3 weeks 21st December to 14th January – discuss use of 19.2 to pay for this Fri – Mon VMO on site Mid-week Narrabri VMO on Wednesday</p>	<p>Discussed VMO situation A Weekes asked I Kamerman if NWH had made progress with GP I Kamerman replied NWH had only just been given confirmation of successful EOI for leasing room, could take 6-12 months to find right GP with skills and ability to fit into WWCH – discussed reputation and that a number of doctors had left. J Palmer discussed 19.2 funds and use for Christmas locum, committee agreed.</p>	<p>J Palmer to action</p>
9.	<p><u>Next Meeting</u> 9.1 The next meeting is</p>	<p>Monday 25th February 5:15pm conference room WWCH</p>		



[Insert Committee name here]

Action List as at *[insert date including year here]*

Issue and Action	Responsible Officer	Meeting Date	By When	Outcome/Action Completed
<i>[Summarise the action required here.]</i>	<i>[Name the officer/committee member responsible for the action here.]</i>	<i>[Record the meeting date at which the action was agreed here.]</i>	<i>[Record the deadline for the action here.]</i>	<i>{Record whether the action is completed, or if necessary, any interim action pending its completion}</i>
Jocelyn to action incomplete actions from July – quote for lockable , wall mounted display cupboard	HSM	29/10/18	22/11/18	
Jocelyn to send Maxine Ian Kamerman email	HSM	29/10/18	22/11/18	Completed 31/10/18
Jocelyn to invite Elizabeth Berger to HAC committee	HSM	29/10/18	22/11/18	Completed 31/10/18
Maxine to write as the committee chair to HNE regarding response to the 'Save Wee Waa Hospital' Facebook page	Maxine Booby	29/10/18	22/11/18	
Jocelyn to send minutes and agenda a week before next meeting	HSM	29/10/18	15/11/18	

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9.3 REPORT OF THE NARRABRI SHIRE CRIME PREVENTION COMMITTEE**File Number:** 439905**Responsible Officer:** Daniel Boyce, Director Development and Economic Growth**Author:** Roz Solomon, Community Development Officer**Attachments:** 1. T Hynch Application Form  **DELIVERY PROGRAM ALIGNMENT****1. Society**

Objective 1.1 Community health, safety and support services will adequately meet changing community needs

Strategy 1.1.2 Maximise community safety through the implementation of crime prevention and risk management actions

EXECUTIVE SUMMARY

The Narrabri Shire Crime Prevention Committee ("**Committee**") is an Advisory Committee of Council that meets on a quarterly basis.

At the last meeting held on Tuesday, 18 September 2018, it was recommended that the Committee Terms of Reference be amended to include a representative of the Aboriginal and Torres Strait Islander community. This recommendation was endorsed by Council at the October 2018 Ordinary Council Meeting.

Following a call for Expressions of Interest an application was received from Mr Terry Hynch (Attachment 1). Mr Hynch has been employed as the Aboriginal Education Officer at St Frances Xavier Primary School for a number of years and is a well-known and highly respected member of the Aboriginal and Torres Strait Islander community within Narrabri Shire.

RECOMMENDATION

That Council endorse Mr Terry Hynch as the Aboriginal and Torres Strait Islander community representative on the Narrabri Shire Crime Prevention Committee.

BACKGROUND

The Narrabri Shire Crime Prevention Committee ("**Committee**") is an Advisory Committee of Council that meets on a quarterly basis.

The responsibility of the Committee is to:

- Provide input into the drafting of the Crime Prevention Strategy for Narrabri Shire.
- Monitor the implementation of the Crime Prevention Strategy for Narrabri Shire.
- Provide assistance in seeking funding for and carrying out actions and projects identified in the Crime Prevention Strategy 2014 – 2018.

At the last meeting held on Tuesday, 18 September 2018, it was recommended that the Terms of Reference be amended to include a representative of the Aboriginal and Torres Strait Islander community.

At the October 2018 Ordinary Council Meeting, Council adopted the recommendation that the Terms of Reference be amended to include a member that identifies as Aboriginal and Torres Strait Islander.

The following methods were used to advertise for Expressions of Interest for the vacant position:

- Narrabri Shire Council facebook page.
- Narrabri Shire Council website.
- Your Council advertisement in The Courier.
- Email communication to Aboriginal and Torres Strait Islander organisations within Narrabri Shire.
- Email communication to Aboriginal and Torres Strait Islander community members who are part of the Community Development Officer's existing network.

CURRENT SITUATION

One Expression of Interest was received from Mr Terry Hynch (Attachment 1). Mr Hynch has been employed as the Aboriginal Education Officer at St Frances Xavier Primary School for a number of years and is a well-known and highly respected member of the Aboriginal and Torres Strait Islander community within Narrabri Shire.

It is recommended that Council endorse Mr Terry Hynch as the Aboriginal and Torres Strait Islander community representative on the Committee.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

External Consultation

- Narrabri Shire Crime Prevention Committee.

Internal Consultation

- Community Relations Manager.



Narrabri Shire Crime Prevention Committee Expression of Interest Application Form

1. Applicant Details

Name:

Terry Hynch

Occupation:

Aboriginal Education Officer

Postal Address:

Residential Address:

Narrabri NSW 2390

Email Address:

Telephone Number:

2. Eligibility Criteria (please tick YES or NO)

	YES	NO
Are you currently a resident of Narrabri Shire?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you identify as Aboriginal or Torres Strait Islander?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have you read the Narrabri Shire Crime Prevention Strategy 2014 - 2018?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are you aware of the current crime issues within Narrabri Shire?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have you read the Narrabri Shire Crime Prevention Committee Terms of Reference?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are you prepared to work within the principles outlined in Council's Code of Conduct?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a potential for a conflict of interest if you were to become a member of Narrabri Shire Crime Prevention Committee?	<input type="checkbox"/>	<input checked="" type="checkbox"/>



3. Expression of Interest Details

a) Please provide information relating to your interest in the prevention of crime in Narrabri Shire:

- I am interested in helping to lower & prevent crime in Narrabri Shire.
- Working with young people allows me to have a good relationship with all community members including parents, & teachers. This will be an advantage to the Committee.

b) Please outline the contribution and /or experience you can bring to the Narrabri Shire Crime Prevention

Committee:

- President of AECU working with parents & teachers
- Have worked with Narrabri & District Rugby League club for many years.

c) Please provide any additional comments in support of your application:

- I think I will have a lot to contribute to the crime prevention committee, I am hoping to make a change & get involved in some projects around crime prevention.

4. Declaration

The information I have provided in the Narrabri Shire Crime Prevention Committee Expression of Interest Application Form is correct and I acknowledge this by providing my signature below.

Applicant Signature:.....

Date:.....

25.1.19

9.4 CIVIC ART COLLECTION - EXHIBITION

File Number: 437942

Responsible Officer: Lindsay Mason, Director Corporate Services

Author: Tan Vo, Manager Property Services

Attachments: 1. Civic Art Valuation 2019  

DELIVERY PROGRAM ALIGNMENT

1. Society

Objective 1.2 Our vibrant country lifestyle will be enhanced through embracing our recreational and cultural diversity

Strategy 1.2.2 Promote and support the development of and access to creative arts

EXECUTIVE SUMMARY

Council at its meeting of 17 December 2018 resolved *“that the General Manager report to Council the value of the Civic Art Collection and possible ways of exhibiting the collection to the public.”*

This report provides Council with an update on the current value of the Civic art Collection and offers four different exhibition options for Council’s consideration.

RECOMMENDATION

1. That Council permanently display the Civic Art Collection within the Crossing Theatre’s Exhibition Room as outlined in Option 1 and acknowledge the risks and management measures outlined in this report.
2. That Council declare the new valuation of the Civic Art Collection and include it in the Statewide Property Mutual Scheme via Jardine Lloyd Thompson Pty Ltd.
3. That Council seek assistance from the Narrabri Art and Craft Society in reviewing the Civic Art Collection and setting criteria for what should or should not be included or accepted to be included in the Collection in the future, and review the current stock of the Civic Art Collection.
4. That Council make arrangements to properly frame and protect the most valuable artwork, “The Morning Ferry - Lane Cove River”, created by Lloyd Frederick Rees (1895-1988) which has been on permanent exhibition within the Crossing Theatre’s Exhibition Room since 1 November 2018.

BACKGROUND

During the period between November and December 2018, Council received correspondence requesting Council’s Civic Art Collection to be permanently exhibited within the Crossing Theatre’s Exhibition Room.

Council also received correspondence from the Narrabri Art and Craft Society expressing its appreciation towards Council’s overall support towards the creativity community of the Shire and offering alternative solutions for a better utilisation of the collection.

Council at its meeting of 17 December 2018 resolved (Minute 274/2018) *“that the General Manager report to Council the value of the Civic Art Collection and possible ways of exhibiting the collection to the public.”*

CURRENT SITUATION

Currently, the complete collection is being displayed in the Exhibition Room at The Crossing Theatre, and has been on permanent display since 1 November 2018. Prior to this approximately 30% of the collection had been kept in storage at the Crossing Theatre, with the Lloyd Rees “The Morning Ferry – Lane Cove River” painting, kept in the Mayor’s Office at the Council Chambers, due to the high value of the painting.

Repairs and installation of plaques on the collection took place in September/October 2018. All works are now labelled.

New adjustable LED lighting was installed in the Exhibition Room in December 2018, to enhance the display. Several other events have utilised the Exhibition Room since the permanent display began, and have been able to co-exist without any major disruption to either use. Staff have been able to move artworks whilst giving access to projector screens behind the hanging space.

If the Council decides to continue the permanent display of the collection, a proper marketing focus would need to be initiated, as patronage has not increased, since the total collection has been on display.

Valuation

The total value of the Civic Art Collection was assessed by a number of valuation service firms in 1989, 2002, 2008 and recently in 2019. The assessments can be summarised as follows:

Year	Value	Valued by
1989	\$75,100	SJ Cole Gunnedah
2002	\$150,725	SJ Cole Gunnedah
2008	\$201,255	Tricia Donovan Valuation Services
2019	\$207,575	Tricia Donovan Valuation Services (Attached)

Staff have recently had an updated valuation undertaken of the artworks by Tricia Donovan Valuation Services, the same valuer used in 2008. The total value of the collection being \$207,575, of which the major contributor to this value being the Lloyd Rees “The Morning Ferry – Lane Cove River” painting, valued at \$150,000.

Council has insurance cover under Statewide Mutual for its Civic Art Collection as it has been declared as an overall part of the contents values at the Crossing Theatre. It should be mentioned that an artwork cannot be replaced once it has been damaged or destroyed despite insurance payment. The artworks intrinsic value is covered by insurance only; i.e. obviously it cannot be repainted.

Exhibition of Civic Art Collection

In principle, Council should support the request for a permanent hanging of Council’s Civic Art Collection within the Exhibition Room of the Crossing Theatre to promote and support the development of and access to creative arts. However, Council is obliged to assess, communicate and manage the likely consequences and risks associated with this decision. The exhibition space

must address ultraviolet radiation, lighting, air quality and humidity factors to minimise harmful effects to the quality of the Civic Art Collection if displayed on a permanent basis.

During the process of assessing and reframing Council's Civic Art Collection in 2003, Ms Heidi Gale of the Narrabri 'Picture It Framed Framing Studio' commented that:

"As artwork ages, air pollution, paper degradation and by-products of the materials own aging, all combine to cause fading, yellowing and discolouring. The energy in ultraviolet rays is high enough to sever the organic bonds of paper-borne art. UV light contributes to severe colour loss, paper embrittlement and deterioration of art work. The effects of aging artwork and UV light are both cumulative and irreversible".

The above explained why many museums control artworks unnecessary exposure to light by limiting the use of artificial lighting and ensuring curtains and louvered blinds effectively moderate and reduce day light and ultraviolet radiation.

The Narrabri Art and Craft Society in its letter of 28 November 2018 recognised the challenges and urged Council to think through possibilities for how the collection could be utilised. It was suggested that if a single gallery hanging is not viable, Council may consider creating a town art trail by rotating the collection through prominent spaces such as the Crossing Theatre, the library, the Council Chambers, the Tourist Information Centre, etc.

Having regard to various issues associated with the exhibition of Council's Civic Art Collection on a permanent basis, four (4) options and the associated risks are being considered:

Exhibition Options	Likely Risks	Risk Levels	Comments
1. Permanent exhibition in the Crossing Theatre's Exhibition Room.	<ul style="list-style-type: none"> ▪ UV & Lighting harmful effects ▪ Graffiti & accidental damage ▪ Lower longevity of artwork 	<p>High</p> <p>High</p> <p>High</p>	<ul style="list-style-type: none"> ▪ Unless appropriate measures such as curtains, ventilation, etc. are in place. ▪ Unless the space is staffed to mitigate unexpected damage and graffiti. ▪ Unless the space is holistically retrofitted to address UV, lighting, air and humidity.
2. Rotating the art collection through prominent spaces.	<ul style="list-style-type: none"> ▪ UV & Lighting harmful effects ▪ Graffiti & accidental damage ▪ Lower longevity of artwork 	<p>Higher</p> <p>Higher</p> <p>Higher</p>	<ul style="list-style-type: none"> ▪ Unless appropriate measures are in place at every location. ▪ Unless the transport for rotating the collection is properly managed. ▪ Unless every space is holistically retrofitted to address UV, lighting, etc.
3. Scheduled exhibition in the Crossing Theatre's Exhibition Room.	<ul style="list-style-type: none"> ▪ UV & Lighting harmful effects ▪ Graffiti & accidental damage ▪ Lower longevity of artwork 	<p>Medium</p> <p>High</p> <p>Low</p>	<ul style="list-style-type: none"> ▪ Provided that the collection is properly stored and managed. ▪ The hanging and storing activities may also expose to higher risk of damage. ▪ Provided that the condition of the storage area is sound with low UV and lighting.
4. Digital exhibition of the art collection on a prominent space at the Crossing Theatre.	<ul style="list-style-type: none"> ▪ UV & Lighting harmful effects ▪ Graffiti & accidental damage ▪ Lower longevity of artwork 	<p>Lower</p> <p>Lower</p> <p>Lower</p>	<p>This option can be used to complement Option 3 above. The digital exhibition can be projected on a selected wall space in the Crossing Theatre's foyer. This digital exhibition can further be implemented simultaneously at different sites such as Council Chambers and Visitor Information Centre or even on Council's website or multi- media platforms. However, the cost for making this digital exhibition has not been explored and unknown at this stage.</p>

FINANCIAL IMPLICATIONS

Option 1 would require further improvements to the condition of the exhibition space to protect the quality and longevity of the Civic Art Collection, and additional staffing to mitigate unexpected damage, undesirable graffiti and loss of the asset. Council may acknowledge the risks and proceed with this option without undertaking any additional works and creating further financial burden to the operation of the Crossing Theatre. Council must bear in mind that The Crossing Theatre does not have skilled curators, and would need to buy these services externally for any curation and restoration works in the future.

Option 2 would intensify Option 1 challenges at multiple locations. Options 3 would only provide the public with opportunities for viewing the Civic Art Collection during the scheduled periods. Option 4 should only be considered as complementary to one of the other options as the digital experience could never be the same as real exhibition.

STATUTORY AND POLICY IMPLICATIONS

As per the 2019 valuation, the Civic Art Collection comprises 44 artworks and 2 pottery items. The values vary from \$75 to \$150,000. The most valuable piece of art is “The Morning Ferry, Lane Cove River” oil on board created by Lloyd Frederick Rees (1895-1988). This artwork is currently hanging within the Exhibition Room since November 2018. The artwork is not protected by a glass cover. Arrangements should be made for this artwork to be properly protected and framed.

Obviously, the ongoing conservation and management efforts for low cost versus high cost items would have financial impact to Council. This has raised the question whether Council should take the opportunity to review the Civic Art Collection and set criteria for what should or should not be included or accepted to be included in the Collection.

According to various guidelines and materials available online from the Museums and Galleries NSW, dust, temperature, humidity and light are the four essential elements that affect the quality and longevity of artworks. The exhibition environment would need to be holistically managed as follows:

Element	Management Measures
▪ Dust:	The space must be regularly cleaned and vacuumed to: <ul style="list-style-type: none"> ✓ control dust to minimum levels; ✓ reduce moisture absorption from dust; ✓ reduce humidity in the environment; and ✓ minimise pollutants that could intensify the deterioration of artworks.
▪ Temperature:	The temperature within the exhibition space should range between 15 ^o and 25 ^o with a variation of +/- 4 ^o .
▪ Humidity:	The humidity in the exhibition space should be regularly monitored to ensure the environment stays within the range between 45% and 55% with a variation of +/- 5%.
▪ Light:	As ultraviolet levels, the intensity of the illumination and the exposure time period are all affecting the quality and longevity of artworks. Management strategies can include appropriate exhibition opening and closing time, ensuring illumination levels range between 50-200 Lux depending on the materials on display.

CONSULTATION

External Consultation

- Tamworth Regional Gallery.
- Museums and Galleries NSW.

Internal Consultation

- Venue Manager – The Crossing Theatre.



Tricia Donovan
Valuation Services
February 2019



2009TD

**Inventory
&
Insurance Value
of
Narrabri Shire Council
Civic Art Collection**

Contained in the Crossing Theatre

**117 Tibbereena Street
NARRABRI NSW 2390**

under instructions from

Mr. Tan Vo

February 2019

Melody Park, Ben Lomond, NSW 2365 Australia
Tel: +61 (0) 2 6733 2062 Mob: +61 (0) 438 825 863
TRICIA DONOVAN VALUATION SERVICES ABN 89 451 090 413



2009TD – Narrabri Shire Council Civic Art Collection

February 2019

PURPOSE OF VALUATION

In accordance with your instructions we have valued the specified items at the location shown below for **Insurance** purposes.

LOCATION

The specified items were located at:

The Crossing Theatre
NARRABRI NSW 2390

METHODOLOGY

Our valuation methodology is based upon advisory ISR insurance policy wording issued by the Insurance Council of Australia. We suggest that you discuss this aspect with your Insurance Broker or Insurer and contact Tricia Donovan Valuation Services should you have different needs.

DEFINITION

Antiques & Fine Arts: The Insurable Value is our assessment of the value that would indemnify you in the event of a loss. For example, 'what one would be charged for replacing an antique item in a similar condition from the showroom of a reputable dealer'.

Our instructions did not include confirmation, or otherwise, of the authenticity of the specified items.

Our opinion has been based on provenance and information supplied by you. Our valuer has found no evidence that indicates the objects are other than what you have declared them to be.

Other Household Contents: the insurable value is our assessment of the cost of reinstatement of similar property in new condition.

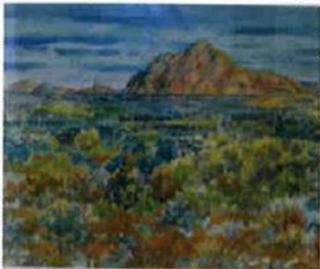
DECLARATION

The valuer has no pecuniary interest past, present or prospective in the subject assets and this valuation is free of bias.

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TRICIA DONOVAN VALUATION SERVICES ABN 89 451 090 413

2009TD - Narrabri Shire Council Civic Art Collection

February 2019

<u>Ref</u>		<u>Insurance Value</u>
1	 <p>JACK NOEL KILGOUR (1900 – 1987) <i>The Demonstration</i> oil on canvas 60cm x 88cm signed lower right: J. Noel Kilgour</p>	15,000.00
2	 <p>JEAN de COURTNEY ISHERWOOD (1911 – 2006) <i>Mt Conway, NT</i> watercolour 52.5cm x 67.5cm signed and dated lower left: Jean Isherwood 77</p>	3,000.00
3	 <p>LLOYD FREDERICK REES (1895 – 1988) <i>The Morning Ferry, Lane Cove River</i> oil on board 78cm x 91 cm signed and dated lower left: L. Rees 77</p>	150,000.00
4	 <p>JACQUELINE HELENE DABRON born 1943 <i>Slopes of Mount Bullimballa</i> oil on board 80cm x 90 cm signed lower left: Dabron inscribed and dated verso 77</p>	1,000.00

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2009TD - Narrabri Shire Council Civic Art Collection

February 2019

- 5  **PAT ROWLEY**
(1929 – 2016)
The Naturalist
etching
36cm x 50cm
edition: 7/20
signed, titled and numbered
below image 350.00
- 6  **WENDY STOKES**
born 1957
From a City Window
screenprint
80cm x 56cm
edition: 3/5
numbered, titled, signed and
dated 78 below image 800.00
- 7  **IAN VAN WIERINGEN**
born 1944
Ambitious Water
screenprint
72cm x 102cm
edition: 13/25
numbered, titled, signed and
dated 78 below image 400.00
- 8  **BETTINA MCMAHON**
born 1930
Alexandria Quartet
etching/aquatint
65cm x 56cm
edition: 18/20
numbered, titled, signed and
dated 1979 below image 500.00

3

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2009TD - Narrabri Shire Council Civic Art Collection

February 2019

- | | | | |
|----|---|---|----------|
| 9 |  | <p>HARRY PIDGEON
born 1943
<i>Beauty of a Brick Fence</i>
watercolour
52cm x 72cm
signed lower right:
Harry Pidgeon</p> | 2,000.00 |
| 10 |  | <p>RUPERT RICHARDSON
(1929 – 2013)
<i>Iluka</i>
watercolour
54cm x 74cm
signed, titled and dated lower
right: Rupert Richardson
Iluka 82</p> | 500.00 |
| 11 |  | <p>RUPERT RICHARDSON
(1929 – 2013)
<i>Landscape</i>
watercolour
73cm x 54cm
signed and dated lower right:
Rupert Richardson 2000</p> | 500.00 |
| 12 |  | <p>WENDY STOKES
born 1957
<i>Yugoslavia</i>
screenprint
87cm x 67.5cm
edition: 1/6
numbered, titled, signed and
dated 80 below image</p> | 900.00 |

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TRICIA DONOVAN VALUATION SERVICES ABN 89 451 090 413

*2009TD - Narrabri Shire Council Civic Art Collection**February 2019*

- | | | | |
|----|---|--|----------|
| 13 |  | <p>JAMES WHITE
 born 1946
 <i>Silver City</i>
 watercolour
 29.5cm x 45cm
 signed lower left:
 James White</p> | 550.00 |
| 14 |  | <p>WILLIAM SPENCER

 <i>Wet Day</i>
 oil on board
 60cm x 89cm
 signed lower right:
 William Spencer</p> | 1,200.00 |
| 15 |  | <p>MEIKE COHEN
 born 1943
 <i>Rooftop Gardens</i>
 serigraph
 50 cm x 70cm
 edition: 2/9
 numbered, titled, signed and
 dated 82 below image</p> | 400.00 |
| 16 |  | <p>URSULA AIRLIE LAVERTY
 born 1930
 <i>Japanese Weeping Maple</i>
 screenprint
 53 cm x 72cm
 edition: 12/40
 signed, dated 1981 and
 numbered below image</p> | 300.00 |

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- | | | | |
|----|---|--|--------|
| 17 |  | <p>PAT ROWLEY
(1929 – 2016)
<i>Native Orange</i>
linocut
53 cm x 72cm
edition: 7/8
titled, numbered and signed
below image (foxing in margin)</p> | 150.00 |
| 18 |  | <p>PAT ROWLEY
(1929 – 2016)
<i>The Man in Grey</i>
linocut
60 cm x 50cm
edition: 1/6
titled, numbered and signed
below image</p> | 600.00 |
| 19 |  | <p>CAROLE MARSHALL

<i>Through Windows</i>
acrylic
150cm x 120cm
inscribed titled and dated
verso: Carole Marshall,
Through Windows 84</p> | 500.00 |
| 20 |  | <p>URSULA OLD
(1916 –2009)
<i>Fish on a Platter</i>
serigraph
46cm x 52cm
edition: 3/30
titled, signed and dated 86
below image</p> | 250.00 |

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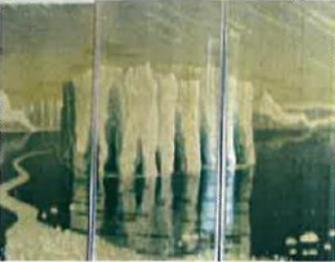
February 2019

- | | | | |
|----|---|--|--------|
| 21 |  | <p>ROSE CAMPBELL</p> <p><i>Afternoon Light in the Ranges</i>
 acrylic on board
 50cm x 65cm
 signed and dated lower left:
 R. Campbell 87</p> | 500.00 |
| 22 |  | <p>PAT CHAFFEY
 (1929 – 2017)</p> <p><i>It Lives in the Mountain</i>
 pastel
 75cm x 55cm
 signed and dated lower right:
 Pat'87</p> | 600.00 |
| 23 |  | <p>GRAEME SMITH
 working 1980's</p> <p><i>Flowerdale Lagoon at Dusk</i>
 oil
 29cm x 73.5cm
 signed and dated lower right:
 G. Smith'88</p> | 500.00 |
| 24 |  | <p>JOANNE THEW
 born 1952</p> <p><i>Magnolias</i>
 oil on board
 90cm x 60cm
 signed and dated upper right:
 Thew'87</p> | 800.00 |

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- | | | | |
|----|---|--|----------|
| 25 |  | <p>JAMES WHITE
born 1946
<i>Central Range</i>
watercolour
54cm x 74cm
signed lower left:
James White</p> | 975.00 |
| 26 |  | <p>THOMAS FRANK OFFORD
(1929 – 2017)
<i>Evening Mt Mary</i>
watercolour
25.5cm x 52cm
signed and dated lower right:
Tom Clifford, 1992</p> | 300.00 |
| 27 |  | <p>PAT ROWLEY
(1929 – 2016)
<i>Stranded Berg's - Adelie Coast</i>
triptych
63cm x 133cm
edition: 2/10, 2/8, 2/9
numbered, and signed below
each image</p> | 1,500.00 |
| 28 |  | <p>JAMES WHITE
born 1946
<i>Cox's Creek Bridges</i>
watercolour
52.5cm x 74.5cm
signed lower left:
James White</p> | 975.00 |

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- | | | | |
|----|---|--|----------|
| 29 |  | <p>JAMES WHITE
born 1946
<i>True Blue</i>
watercolour
11cm x 19cm
signed lower right:
James White</p> | 250.00 |
| 30 |  | <p>A. CROSBY

<i>Pelicans</i>
watercolour
25cm x 35cm
signed lower right:
A. Crosby</p> | 200.00 |
| 31 |  | <p>DOROTHY ADA DAVIES
born 1920
<i>Blue Mountain Residents</i>
oil on board
44.5cm x 60cm
applied label verso:
Dorothy Davies</p> | 500.00 |
| 32 |  | <p>YVETTE HUGILL

<i>Cumquats</i>
oil on board
90cm x 60cm
signed lower left:
Yvette Hugill</p> | 1,000.00 |

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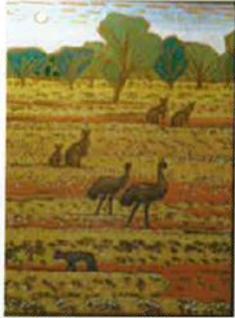
February 2019

- | | | | |
|----|---|---|----------|
| 33 |  | <p>VIVIAN MARE
born 1919
<i>Approaching Storm-
Ross, Tasmania '96</i>
pastel
38cm x 52cm
signed lower right:
V. R. Mare</p> | 500.00 |
| 34 |  | <p>ADRIENNE DEITRICH
<i>Baldy Top</i>
watercolour
53cm x 73cm
signed lower left:
Adrienne Deitrich
Inscribed verso:
Mount Baldy Top at Quilpie</p> | 400.00 |
| 35 |  | <p>JAMES BARKER
born 1931
<i>Fading Light</i>
oil on board
102.5cm x 90cm
unsigned</p> | 6,500.00 |
| 36 |  | <p>PAT CHAFFEY
(1929 – 2017)
<i>Fallen Pillars</i>
pastel
72cm x 52cm
signed lower right:
Pat Chaffey</p> | 600.00 |

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- | | | | |
|----|---|---|----------|
| 37 |  | <p>MAREE KELLY
 <i>born 1968</i>
 <i>Dust Storm</i>
 oil on canvas, mixed media
 150cm x 126cm
 signed lower right:
 Maree Kelly</p> | 1,800.00 |
| 38 |  | <p>JOANNE THEW
 <i>born 1952</i>
 <i>All Glory to You, Jesus my King</i>
 watercolour
 60cm x 44cm
 signed lower right:
 Thew</p> | 400.00 |
| 39 |  | <p>JOANNE THEW
 <i>born 1952</i>
 <i>In Your Light Lord we see Light</i>
 oil on board
 122cm x 91cm
 signed upper right: Thew
 applied label verso:
 Joanne Thew/53 Fairlawn
 Ave/Turrumurra 2074</p> | 700.00 |
| 40 |  | <p>NANCY HUNT
 <i>The Boat</i>
 acrylic
 87cm x 101cm
 signed lower right:
 Nancy</p> | 1,200.00 |

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- | | | | |
|----|---|--|----------|
| 41 |  | <p>MARLON DALTON</p> <p><i>"Still life with Pear"</i>
oil on canvas
39cm x 29cm
signed upper left:
signature indistinct</p> | 350.00 |
| 42 |  | <p>JANET JONES
born 1944
<i>Sawn Rocks</i>
pencil and graphite
120cm x 180cm
signed lower right:
J. Jones</p> | 6,000.00 |
| 43 |  | <p>EDNA GARRAM-BROWN
(1918 – 2017)
<i>Red Apples, Yellow Lemons</i>
oil on board
85cm x 60cm
signed upper right:
Garran-Brown</p> | 800.00 |
| 44 |  | <p>EDNA GARRAM-BROWN
(1918 – 2017)
<i>The Dreamtime</i>
oil on board
60cm x 90cm
signed lower left:
Garran-Brown</p> | 800.00 |

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C1



MACYIKA HINDUSON

born 1968

A Pottery Dish of hexagonal form with stylised bamboo rim in natural tones, the curved base glazed in deep terracotta tones.

The base inscribed:

Macyika Hinduson

Width: 36.5cm

75.00

C2



DEVIL STEPHEN

RAYMOND DAY

born 1962

A large vase with long neck, flared rim and globular body inscribed with stylised foliage painted in typical palette.

The base inscribed and dated

2008

Height: 51cm

Diameter: 36.5cm

450.00

Two Hundred and Seven Thousand, Five Hundred and Seventy Five Dollars.....\$207,575.00

The items described in this report have been examined for the purposes stated and the values given are an expression of our opinion at the date hereof. This valuation is given solely for the benefit of the person to whom it is addressed and no liability is accepted by us to any other person who may rely upon it, including any liability to any person by reason of negligence.

Yours faithfully,
TRICIA DONOVAN VALUATION SERVICES

Tricia Donovan, M.A.V.A.A.

Insurance Value

Defined as "What one would be charged for a similar new item in a retail situation or in the

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case of an item that is antique, the value of a comparable item in good condition on a reputable dealers floor”.

QUALIFICATIONS

This valuation has been prepared on the basis that full disclosure of all the information and facts, which may affect the valuation, has been made to us. We do not accept any liability or responsibility whatsoever for the valuation if disclosure has not been made. Furthermore, we do not accept responsibility for any consequential error or defect in the valuation, which has resulted from any error, omission, or inaccuracy in data or information supplied by the client or its officers and agents.

This valuation is solely for the use of the party by whom we were instructed and for no other purpose. We owe no duty of care to any third party that becomes aware of the valuation and, without our knowledge, chooses to act or rely on the whole or any part of it.

Neither the whole nor any part of this valuation nor any reference thereto may be included in any documentation, circular or statement without our approval of the form and context in which it appears.

Values in this report have been sourced from; auction house results, dealers, specialist outlets/businesses, subscription Internet sites and colleagues.

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9.5 NOTICE OF MOTION - POTENTIAL LEARNING AND DEVELOPMENT CENTRE AT FEDERATION FARM**File Number: 441887****Attachments: Nil**

I, Councillor Cameron Staines, give notice that at the next Ordinary Meeting of Council be held on 26 February 2019, I intend to move the following motion:

MOTION

That Council consider the inclusion of an Action for the 2019/2020 Operational Plan under the Strategy '1.1.4 Youth of the Shire engaged and supported through the provision of adequate program and training services to facilitate the retention of our young people'; such as:

Council undertaken discussions with Cotton Seed Distributors (and other interested parties) about co-jointly establishing a learning and development centre potentially located as Federation Farm.

RATIONALE

It is timely that Council commence discussions with industry in the Shire to build on our current education opportunities.

It is my suggestion to begin discussions with Cotton Seed Distributors and utilise Federation Farm.

Why Federation Farm?

- Council owned.
- Location close to Narrabri schools also for Wee Waa schools.
- Federation Farm is irrigated.
- There could be animal health programs.
- Operating machinery.
- Federation Farm can produce its own income for expenses.

I believe Cotton Seed Distributors would be very interested in such a concept.

The benefits for primary and secondary schools would be massive.

Federation Farm is underutilised and has a potential for additional educational programs.

- Inland Rail.
- Santos.
- Coal mines.
- Agri-business.

All of these above will benefit from such an establishment coming into existence; and they could play their part.

I commend this Notice of Motion to Council.

10 OUR ENVIRONMENT**THEME 2: OUR ENVIRONMENT****STRATEGIC DIRECTION 2: ENVIRONMENTALLY SUSTAINABLE AND PRODUCTIVE SHIRE**

By 2027, we will maintain a healthy balance between our natural and built environments.

COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several environmental priority areas to be actioned over the 2017 - 2018 financial year.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Waste management and recycling
- Environmental planning
- Planning and development
- Parks and open spaces
- Noxious weeds control
- Floodplain management
- Water and sewer management
- Stormwater management

COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following environmental strategic outcomes:

- Improved air, water and soil quality
- Reduction in domestic and industry waste
- Management of potential impacts from extractive industries
- Improved emergency service provision and resources
- Maintenance of heritage sites for future generation

10.1 LEARDS FOREST PRECINCT ENVIRONMENTAL TRUST FUNDING APPLICATIONS - NOVEMBER 2018

File Number: 439943

Responsible Officer: Daniel Boyce, Director Development and Economic Growth

Author: Roz Solomon, Community Development Officer

Attachments: Nil

DELIVERY PROGRAM ALIGNMENT**2. Environment**

Objective 2.4 The impacts of extractive industries on the environment will be minimised

Strategy 2.4.4 Potential environmental and community impacts are minimised through thorough assessment and independent monitoring

EXECUTIVE SUMMARY

The Leards Forest Precinct Environmental Trust Inc. met on 8 November 2018 to discuss applications to the Environmental Grant Program. The Trust has recommended the allocation of \$9,952.50 to Boggabri Men's Shed to assist with the installation of solar panels for the roof.

RECOMMENDATION

That Council, pursuant to the provisions of Section 356 of the Local Government Act 1993, grant financial assistance from the Environmental Grant Program to the Boggabri Men's Shed of \$9,952.50.

BACKGROUND

The Environmental Grant Program is funded from contributions made by Boggabri Coal, Maules Creek Coal, and Tarrawonga Coal Mines under Voluntary Planning Agreements.

The Leards Forest Precinct Trust Inc. administers the Environmental Grant Program. The Trust consists of representatives from the abovementioned mines, community members, and Gunnedah and Narrabri Shire Council's.

The aim of the Environmental Grant Program is to facilitate projects that enhance the environment, protect the environment, or provide a sustainable environmental solution. The projects are to be based within a 25-kilometre radius of the Leards Forest Precinct.

Due to some previous rounds of funding receiving no applications, the Environmental Grant Program is now to remain open to applications all year round. The Leards Forest Precinct Environmental Trust Inc. meets in May and November of each year to review applications and provide funding recommendations to Council.

CURRENT SITUATION

The Leards Forest Precinct Environmental Trust Inc. met on 8 November 2018 to discuss applications to the Environmental Grant Program. Applications were received from the following organisations:

- Boggabri Men's Shed.
- Sacred Heart Parish.

- Boggabri and District Historical Society / Boggabri Men's Shed.

The Leards Forest Precinct Environmental Trust Inc. has recommended the allocation of \$9,952.50 to Boggabri Men's Shed to assist with the installation of solar panels for the roof.

The other applicant organisations have been asked to provide additional detail and quotations of works in support of their applications. These applications will be reassessed as the information is provided and will be the subject of a further report to Council.

FINANCIAL IMPLICATIONS

A number of mining Voluntary Planning Agreements made with Council provide the funding for the Environmental Grant Program.

The allocation of \$9,952.50 to the Boggabri Men's Shed will be deducted from the balance of the restricted asset held by Council for this purpose.

STATUTORY AND POLICY IMPLICATIONS

- [Section 356](#) of the *Local Government Act 1993*.
- Funds to be held in trust for Environmental Projects to be administered by Council with expenditure recommended by the Community Consultative Committee in consultation with similar funds set up by mines within the Leard Forest Mining Industry Cluster.

CONSULTATION

External Consultation

- Leards Forest Precinct Environmental Trust Inc.

Internal Consultation

- Director Corporate Services.
- Economic Development Manager.

10.2 SUBMISSION TO THE INDEPENDENT PLANNING COMMISSION ON THE VICKERY COAL MINE EXTENSION PROJECT

File Number: 441299

Responsible Officer: Daniel Boyce, Director Development and Economic Growth

Author: Daniel Boyce, Director Development and Economic Growth

Attachments: 1. Submission to the Independent Planning Commission on the Vickery Extension Project [↓](#) 

DELIVERY PROGRAM ALIGNMENT

2. Environment

Objective 2.2 We will protect our environment through sustainable planning and well-resourced emergency services

Strategy 2.2.4 Decision making will be informed by the principles of Ecologically Sustainable Development and the precautionary principle

EXECUTIVE SUMMARY

The Vickery Coal Mine, Vickery Extension Project proposes to extract annual run-of-mine (“ROM”) coal from the open cut at an average rate of 7.2 million tonnes per annum (“Mtpa”) over 25 years, with a peak production of up to approximately 10 Mtpa. The estimated total resource is 179 million tonnes (“Mt”).

The Project will be determined by the Independent Planning Commission (“IPC”).

Council made a submission (Attachment 1) to the IPC on 11 February 2019.

RECOMMENDATION

That Council note the submission to the Independent Planning Commission on the Vickery Coal Mine Extension Project.

BACKGROUND

The Vickery Coal Mine, Vickery Extension Project (“**Project**”) incorporates and extends mining operations of the approved Vickery Coal Mine. The Project proposes to extract annual run-of-mine (“ROM”) coal from the open cut at an average rate of 7.2 million tonnes per annum (“Mtpa”) over 25 years, with a peak production of up to approximately 10 Mtpa. The estimated total resource is 179 million tonnes (“Mt”).

The Project is a State Significant Development and assessed by the Department of Planning and Environment (“**DPE**”) who will provide a report to the Independent Planning Commission (“**IPC**”) to make a final decision to either approve or reject the Project.

Council made a submission to the DPE on 30 October 2018 in response to the public exhibition of the Environmental Impact Statement (“**EIS**”) for the Project.

Council met with the IPC on 19 December 2018 regarding the Project.

The Vickery Extension Project Public Hearing was held on Monday 4 February 2019 at Boggabri RSL Memorial Club and Tuesday 5 February 2019 at Gunnedah Town Hall.

CURRENT SITUATION

Council made a submission (Attachment 1) to the IPC on 11 February 2019.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

The submission was prepared in accordance with Council's Extractive Industries Policy.

CONSULTATION**External Consultation**

Nil.

Internal Consultation

- Design Services Manager.
- Director Infrastructure Delivery.
- Councillors.



Our Reference: 440865 DB:MH
 Your Reference: 440865
 Contact Name: Daniel Boyce

Monday, February 11, 2019



Independent Planning Commission NSW
 John Hann, Chair of IPC Panel for the Vickery Extension Project
 Level 3, 201 Elizabeth Street
 SYDNEY NSW 2000

E-mail: ipcn@ipcn.nsw.gov.au
David.Way@ipcn.nsw.gov.au

**Re. Council's submission to the Independent Planning Commission
 Public Hearing – Vickery Extension Project**

Dear John,

Introduction

1. This letter supplements Council's Vickery Extension Project ('Vickery') Environmental Impact Statement ('EIS') submission and statements to the Independent Planning Commission ('Commission') on 19 December 2018.
2. Council raised a wide range of matters in its Vickery EIS submission (**attached**) and made a number of recommendations to the Department of Planning and Environment ('DPE') and therefore the Commission. Council trusts that both the DPE and Commission will give full consideration to those matters and recommendations as well as those outlined below.
3. Council acknowledges that:
 - a. The construction workforce for Vickery is up to 500 full-time equivalent personnel (Vickery EIS, p. 4-136).
 - b. If Vickery is approved the expected in-migration of people to Boggabri is 71 (Vickery SIA, p. 102).
 - c. There is projected to be an in-migration of 28 new households to Boggabri if Vickery is approved (Vickery SIA, p. 102).
4. Council acknowledges the positive economic contribution of mining and extractive industries to the Narrabri Shire. The mining sector is now the largest industry employer in the Shire with 1,124 persons, or 17.8% of the total workforce (ABS 2016 Census).
5. Other local government areas have experienced a decline in agricultural employment as a result of a number of local and broader factors, including the


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 E. council@narrabri.nsw.gov.au
www.narrabri.nsw.gov.au

substantial global shift to mechanisation in agriculture, larger farming properties with fewer jobs (Australian Bureau of Agricultural and Resource Economics, 2012, Table 21) and an increased reliance on economies of scale.

- a. Australian Bureau of Agricultural and Resource Economics (2012). *Australian Commodity Statistics*. Canberra. Retrieved from: http://adl.brs.gov.au/data/warehouse/agcstd9abcc002/agcstd9abcc0022012/ACS_2012_1.1.0.pdf
6. Mining and extractive industries have provided replacement jobs for the 400 agricultural jobs lost between 2006 and 2016 providing some 1,078 jobs in the same period (ABS 2011 Census, 2016 Census).
7. Mining and extractive industries play an important role in the industry mix of the Narrabri Shire economy with their direct and indirect employment benefits leading to:
 - a. Regional prosperity and wealth creation;
 - b. Retention of young people and population growth in the shire; and
 - c. Improved infrastructure.
8. Because of its important role to the Narrabri Shire economy, Council and the community expect and require that the benefits to the community from projects such as Vickery are maximised while the impacts are managed and mitigated.
9. Council is of the view that many of Vickery's perceived benefits, such as jobs and contracting opportunities, should be scrutinised more closely by the DPE and the Commission. In addition, the project's impacts require more thorough investigation and monitoring.
10. This is to ensure that the project delivers the necessary economic benefit to the community and so that the social impacts are dealt with in a way so that communities such as Boggabri and Narrabri are not unfairly burdened with additional infrastructure and social costs throughout the duration of the project, particularly when this should be borne by Whitehaven ('the Proponent').

The hearing and assessment process

11. Council would like to point out a few matters relating to aspects of the hearing and assessment processes to date:

- a. There is a “need for consistent and well-timed consultation” (p.163, Walsh et al, 2017) when it comes to State Significant Development and like development proposals.
- b. Council thanks the Commission for agreeing to Council’s request of 30 November 2018 for a public hearing to be delayed and held in Boggabri.
- c. Council would like to take this opportunity to recommend to both the Commission and DPE that they carefully consider the timing and location of hearings when determining future projects and conduct a thorough assessment of potential conflicts for members of the panel.
- d. To date, the process and related timeframes have concerned many residents and ratepayers in the Narrabri Shire. This is because any costs associated with a failure in compliance, monitoring and long-term planning will largely fall on local communities, particularly Boggabri.
- e. The Commission’s public hearing in Boggabri has gone some way to alleviate these concerns, however, this must be supported by a thorough and objective assessment by the DPE.
- f. Following the submission deadline, there were claims made by some interested parties that Vickery enjoyed substantial ‘community support’, referencing the Department’s EIS website (<https://www.northerndailyleader.com.au/story/5737163/opinions-on-proposed-vickery-coal-mine-extension-revealed/>)
- g. Vickery involves the consideration of many complex public policy issues affecting a wide range of stakeholders, many of whom have legitimate and reasonable concerns with respect to the project. In future, the DPE may wish to consider reviewing the timing of the publication of ‘Approve/Disapprove’ results until public hearings and further community consultation has been undertaken and completed. This would reduce the chance for misinterpretation.
- h. Council is of the firm belief that the approval process, regardless of the outcome, needs to be impartial and transparent. The consequences of any decision made by the Commission will be substantial.

The economic benefits

12. The DPE Preliminary Issues Report summarised many of the claims made by the proponent's EIS documentation, with limited scrutiny of the statistics relating to community support or the veracity of claims relating to projected job creation.
13. The Marsden Jacobs' report, commissioned by the DPE, commented on some of the overly optimistic assumptions and identified several areas where the Whitehaven economic assessment could be improved, including:
 - a. "Aspects of the assessment warrant further clarification and consideration" (page 38 – Preliminary Issues Report)
 - b. "In a number of areas the assumptions could be better evidenced and justified" (page 4 – Marsden Jacobs Report)
 - c. "The report uses input-output analysis to provide insights to the local area effects. We have greater reservations than AnalytEcon regarding the appropriateness of this approach" (page 4 – Marsden Jacobs Report)
 - d. "The report could usefully clarify the rationale why opportunity costs associated with production be treated within Whitehaven's mine revenues and therefore assumed to be zero" (page 6 – Marsden Jacobs Report)
 - e. "The report should clarify the treatment of land values in the benefit cost methodology" (page 7 – Marsden Jacobs Report)
 - f. "In several places, assumptions are asserted without supporting evidence" (page 8 – Marsden Jacobs Report)
 - g. "The report would benefit from providing further evidence to support the run of mine assumptions and clarify what risks or contingencies have been incorporated to account for unforeseen production delays or halts" (page 8 – Marsden Jacobs Report)
 - h. "We recommend further evidence be provided in the report to justify the coal price assumptions" (page 8 – Marsden Jacobs Report)
14. While the Marsden Jacobs Report provided some endorsement of the economic analysis undertaken by the proponent, these deficiencies identified by the DPE's own expert reinforces the perception that various projections and assumptions

"may be overly optimistic" (page 8 – Marsden Jacobs Report). It also provides support to the argument being raised by many local community members that the benefits of Vickery are potentially being overstated.

15. It is the view of Council that the use of autonomous vehicles will be critical to the communities understanding and realisation of the economic benefits of the project. Council requests that this be specifically addressed in the economic analysis for Vickery.
16. Council asks that the Commission give specific consideration as to whether the use of autonomous vehicles will reduce the overall economic benefit of Vickery to the Boggabri and wider Narrabri Shire community.

The social impacts

17. On page 10 of the Preliminary Issues Report, the DPE identified other coal mines in the area "including Maules Creek Open Cut (Whitehaven), Boggabri Open Cut (Idemitsu), Tarrawonga (Whitehaven) and Rocglen (Whitehaven)."
18. A 2010 academic study on cumulative impacts noted that "while some mining communities have benefited from the expansion of the coal industry through the creation of jobs and the investment in economies, the compounding impacts of multiple mine operations have stretched environmental, social, human and economic systems and rendered conventional mine-by-mine governance approaches ineffective" (p.299, Franks et al, 2010).
 - a. D.M Franks, D. Brereton & C.J. Moran. (2010). 'Managing the cumulative impacts of coal mining on regional communities and environments in Australia', *Impact Assessment and Project Appraisal*, Volume 28(4), pp.299-312. Available at <https://doi.org/10.3152/146155110X12838715793129>
19. The DPE acknowledges their responsibility to consider the cumulative impacts of Vickery, within the broader context of other mining activities in the area. However, feedback from many community members indicates that they may need to undertake further analysis with respect to the social impacts of the project.
20. Council has concerns that an assessment by the DPE through the lens of a mere extension of an existing project will not fully consider the cumulative impacts.
21. The apprehension of some community members were summarised in a submission from the Boggabri Business & Community Progress Association.

Their concerns were, "there will be little or no benefit to the community of Boggabri from this extension, rather we will have serious overload of our infrastructure and ongoing issues that are not being addressed"
https://majorprojects.accelo.com/public/dcff88e48c841106dde0d1ac744895c3/289779_vickery_2018Oct26_1026.pdf.

22. "A key theme of consultation with community members was the concern that Boggabri, to date, had not experienced the same level of benefits that Gunnedah and Narrabri had experienced as a result of the region's existing mining operations" (p.7, Vickery Extension Project SIA).
23. Council is aware based on feedback from the community and reviewing local submissions that there may be "low levels of trust for the proponent in the Boggabri community".
24. A 2013 academic study (published in 2014) into mining companies and their social licence to operate in local communities, pointed out some of the social impacts due to mining projects. It found that, "genuine community engagement, participation, and collaborative approaches to the development of strategies to mitigate these impacts will likely create greater community trust and acceptance in the longer term" (p.69, Moffat & Zhang, 2014).
 - a. K. Moffat & A.Zhang (2014). 'The paths to social licence to operate: An integrative model explaining community acceptance of mining' *Resources Policy* Volume 39, pp.61-70. Available at <http://dx.doi.org/10.1016/j.resourpol.2013.11.003>.
25. Irrespective of the outcome following the Commission's deliberations, it is very much in the interests of the Proponent to act as a good corporate citizen and address this 'trust-deficit'. This will require re-engaging with community stakeholders on a more level ground.
26. It is the position of Council that the Proponent needs to provide nearby agricultural stakeholders with more resources, support and assurance with respect to the actual and perceived impacts of this project. One of the ways to re-establish trust within local communities is to engage in good-faith negotiations with interested stakeholders and identify what their needs are.
27. The Proponent can go some way to fulfil their corporate social responsibility obligations through a well drafted and meaningful voluntary planning agreement ('VPA'), considering both local and Shire-wide impacts.

28. Council adopted at its ordinary meeting in November 2018 that the objectives for a VPA associated with Vickery are to:
- a. Meet the demands created by the Project for new public infrastructure, amenities and services;
 - b. Secure off-site planning benefits for the wider community so that the Project delivers a net community benefit;
 - c. Compensate for the loss of or damage to a public amenity, service, resource or asset by development through replacement, substitution, repair or regeneration.
29. The degree to which a VPA put forward by the Proponent meets the above objectives will have a significant impact on whether economic benefits and social impacts of Vickery are acceptable.
30. Council requests that the Commission require the Proponent enter into a VPA prior to the determination of Vickery.
31. It should be noted that not all Boggabri stakeholder groups are opposed to this project and some support the project, including the local IGA Express http://www.majorprojects.planning.nsw.gov.au/?action=view_submission&job_id=7480&submission_id=289614.
32. Whether in favour or against the project, it is clear to Council that the Boggabri community is united by a shared concern for its social welfare, health and economic empowerment. These are all matters that the Proponent must address further in their social and economic impact analysis.
33. Many contractors, who identified working with the Proponent in the past, were based in the Hunter Valley and Mudgee regions. One submission noted that they had moved their operations to Boggabri and there were some local suppliers from Gunnedah and Narrabri that provided submissions in support of the project. However, Council has noted that many submissions in favour of Vickery were from outside the region, certainly outside Boggabri. This adds to the perception, right or wrong, that many of the benefits of the project will accrue to those who will not necessarily bear the negative impacts.

The transport assessment

34. Vickery is expected to result in the following traffic generation during construction of:

- a. Peak 500 personnel
 - b. 7 days per week construction operation, between 07:00 and 18:00.
 - c. Assumed that 90% of construction workforce present on any day (450 personnel)
 - d. All construction personnel would arrive and depart the site in a private vehicle, with an average occupancy of 1.2 persons/vehicle.
 - e. This would result in 750 vpd generated by construction personnel.
 - f. Assumes 80% of arrivals and departures are within the am and pm peak hours, being 06:00-07:00 and 18:00-19:00 respectively.
 - g. Assumes 90% of construction personnel would reside in the Boggabri Accommodation Camp, which would equate to:
 - i. 450 construction personnel resident in the camp;
 - ii. 405 present at work per day;
 - iii. 676 vpd generated by construction personnel from the camp;
 - iv. 270 vph generated in the am peak and 270 vph generated in the pm peak.
 - h. Deliveries and visitors
 - i. 168 light vpd and 84 heavy vpd generated
 - ii. Spread evenly throughout the day
 - iii. 10% originate from Boggabri, equating to 16.8 light vpd and 8.4 heavy vpd.
35. Vickery is expected to result in the following traffic generation during initial operation (year 2) of:
- a. Operational workforce of 80 personnel
 - b. Assumed that 90% of operational workforce present on any day (72 personnel)
 - c. Assumed that 1.2 people per vehicle, equating to 120 vpd generated.

- d. Assumed that 21% of the operational workforce reside in Boggabri, which would equate to:
 - i. 17 operational personnel resident in Boggabri;
 - ii. 15 present at work per day;
 - iii. 26 vpd generated by operational personnel from Boggabri.
 - e. Deliveries and visitors
 - i. 14 light vpd and 2 heavy vpd generated
 - ii. Spread evenly throughout the day
 - iii. 10% originate from Boggabri, equating to 1.4 light vpd and 0.2 heavy vpd.
36. Vickery is expected to result in the following traffic generation during peak operation (year 12) of:
- a. Operational workforce of 450 personnel
 - b. Assumed that 90% of operational workforce present on any day (405 personnel)
 - c. Assumed that 1.2 people per vehicle, equating to 676 vpd generated.
 - d. Assumed that 21% of the operational workforce reside in Boggabri, which would equate to:
 - i. 95 operational personnel resident in Boggabri;
 - ii. 86 present at work per day;
 - iii. 144 vpd generated by operational personnel from Boggabri.
 - e. Deliveries and visitors
 - i. 396 light vpd and 72 heavy vpd generated
 - ii. Spread evenly throughout the day
 - iii. 10% originate from Boggabri, equating to 39.6 light vpd and 7.2 heavy vpd.

In summary, Boggabri would experience the following (Table 1) additional traffic (vpd) as a result of the project.

	Construction (vpd)			Operation (Peak) (vpd)		
	LV	HV	Total	LV	HV	Total
Staff	676	0	676	144	0	144
Deliveries/visitors	17	8	25	40	7	47
Total	693	8	701	184	7	191

Table 1: Additional traffic in Boggabri resulting from Vickery

37. The transport assessment concludes that Vickery will have **no impact** on local roads. For a number of reasons Council is not persuaded at this time that a project of this scale, with the influx of a construction and operation workforce can have no impact on local roads.
38. The Project assumes that all traffic originating in Boggabri would access the site via the following access route:
- a. Construction: Caloola Road, Kamilaroi Highway, Rangari Road, Approved Road Transport Route (south), Hoad Lane, Braymont Road.
 - b. Operation: Kamilaroi Highway, Rangari Road, Approved Road Transport Route (south) Hoad Lane, Blue Vale Road.
39. Traffic originating from Narrabri would also use the same route from the Kamilaroi Highway. No construction traffic has been attributed to Narrabri, however, during operation 13% of the workforce is assumed to be from Narrabri and 10% of deliveries and visitors. Using the same assumptions as Boggabri traffic outlined above, this equates to:
- a. Operational workforce of 59 personnel resident in Narrabri.
 - b. 53 present at work per day.
 - c. 88 vpd generated by operational personnel from Narrabri.
 - d. Deliveries and visitors originating from Narrabri equates to 39.6 light vpd and 7.2 heavy vpd.
 - e. Equating to a total of 128 light vpd and 7 heavy vpd.

40. The proponent intends to require all vehicles accessing the site to use the described access route(s). This would be enforced by a condition of consent prohibiting use of Braymont Road for site access.
41. The proposed access route is not the most direct route to the site. Utilising Braymont Road directly from Boggabri would result in an approximately 6.5km shorter trip compared to the access route. Whilst a condition to prohibit the use of Braymont Road is considered to be a valid planning condition, concern is raised as to how this will operate in reality and the potential consequences to Council's local road conditions if in fact mine associated vehicles are found to be using the road.
42. Conditions of a development consent only bind those persons carrying out development. This means that any enforcement action for the failure to comply with such a condition can only be taken against the proponent and not generally against employees, contractors, suppliers or other third parties.
43. Council believes that as the roads authority this will place an unfair compliance burden on Council to act as a quasi-enforcement authority.
44. Council requires a means of recourse to rectify any impacts should mine associated vehicles be found to be using Braymont Road.
45. The project would result in the closure of the southern end of Braymont from the rail spur through to the intersection with Hoad Lane/Blue Vale Road. This closure would require vehicles to detour via Hoad Lane and the realigned Blue Vale Road in order to travel north/south along Braymont Road. This would result in additional traffic on Hoad Lane and add approximately 6km (reported in EIS) to the trip for these road users.
46. The proponent has entered into a maintenance agreement with Narrabri Shire Council ('Council') which applies to the public road sections of the Approved Road Transport Route. It requires road and intersections to be maintained in good condition at all times. Within the Narrabri LGA, this agreement therefore only applies to:
 - a. the 1.9km section of Rangari Road from the Private Haul Road to the north of Rangari Road and the Private Haul Road south of Rangari Road; and
 - b. the 1.4km section of Hoad Lane from the Private Haul Road to the LGA southern boundary.

47. The traffic assessment provided with the EIS has considered impact of Vickery on the road network performance and road safety. **However, there has been no assessment on the impact on earlier design volume for the road pavements on the affected roads.**
48. During the major construction period (first 12 months of the project), there would be approximately 701 additional vehicle trips per day on the prescribed transport route. This would equate to 4,900 additional vehicle trips per week and up to 255,164 additional vehicle trips in the 12-month period.
49. The EIS reports that the baseline 2019 daily traffic for the portion of Rangari Road between the Kamilaroi Highway and Therribri Road (Site J) is 328 LV and 67 HV. The construction period of Vickery would add 693 LV and 8 HV, which equates to an overall increase of 177% of VPD during construction (Table 2).

	Baseline 2019 daily traffic			With construction traffic			Change		
	LV	HV	Total	LV	HV	Total	LV	HV	Total
Site J	328	67	395	1,021	75	1096	693 (+211%)	8 (+12%)	701 (+177%)

Table 2: Additional traffic during construction of Vickery at Site J

50. During year 12 (2030) the EIS reports that the baseline daily traffic for the portion of Rangari Road between the Kamilaroi Highway and Therribri Road (Site J) is 440 LV and 133 HV. The operational traffic would add 184 LV and 7 HV from Boggabri and 128 LV and 7 HL from Narrabri, which equates to an overall increase of 57% of VPD during operation (Table 3).

	Baseline 2030 daily traffic			With operation traffic			Change		
	LV	HV	Total	LV	HV	Total	LV	HV	Total
Site J	440	133	573	752	147	899	312 (+71%)	14 (+11%)	326 (+57%)

Table 3: Additional traffic during operation (year 12) of Vickery at Site J

51. The traffic assessment has considered mid-block performance for the roads reported to be affected by Vickery. **It has not considered the operational performance of the affected intersections.**
52. The traffic assessment demonstrates that during construction and operation of Vickery the local road network (mid block) will continue to operate at an appropriate level of service.
53. Vickery will however result in significant additional traffic on the local road network, which will require increased maintenance and reduce pavement life.

Key transport issues

54. Scope of Traffic Impact Assessment ('TIA')
 - a. The TIA has not considered the operational performance of the affected intersections. This is a standard requirement of Traffic Impact Assessments as required by Austroads *Guide to Traffic Management Part 12: Traffic Impacts of Developments* and the RTA's *Guide to Traffic Generating Developments*. Therefore, it cannot be determined whether or not the existing intersection designs and geometry are suitable for the proposed development. If any of the affected intersections require upgrading, the TIA needs to determine the required treatments and appropriate condition(s) need to be imposed on any approval.
 - b. Rangari Road, which is part of the intended access route to Vickery, includes a number of sharp bends and a single lane bridge (Iron Bridge) over the Namoi River. The TIA has not considered whether the existing geometry of Rangari Road is suitable for the increased level of traffic. Nor has it considered the impact of the one-lane bridge on performance of Rangari Road during peak hour. It is simply assumed in the TIA that Rangari Road is suitable to accommodate the additional traffic. Further assessment is required of the suitability of the existing geometry of Rangari Road to accommodate the development related traffic.
 - c. The TIA assumes that Iron Bridge will be replaced. No consideration has been given to:
 - i. The impacts if Iron Bridge is not replaced, including safety. Iron Bridge is limited to single lane traffic and is quite difficult and dangerous due to the ramp up and corner leading to the

bridge from both sides which makes it difficult to see oncoming traffic.

- ii. The alternate access route to the mine if the bridge is replaced during construction or operation periods of the mine. The alternate access route would need to be assessed as to whether or not it provides an appropriate standard of access and whether any upgrades would be required to support its use.
- d. Consideration should also be given to whether the proposed access route is in fact the most appropriate route to the mine site given the additional travel distance/time/fuel consumption compared to other available routes, road safety, and likely closure/detours as a result of the Iron Bridge replacement. The selection of the route should not be solely linked to upgrade costs.
- e. No consideration has been given to the impact of the additional traffic on Hoad Lane as a result of the closure of Braymont Road. This assessment should be undertaken to determine whether or not any upgrades are required to the road, including intersections.
- f. Further assessment as outlined above needs to be undertaken before the application can be determined.

Mitigation measures

- 55. The EIS states that the management of road transport impacts would occur through implementation of the proponent's Traffic Management Plan ('TMP'), which will be revised as required to incorporate the project. This TMP **has not been provided** with the Project Application documentation. Therefore, the contents of the TMP **cannot be reviewed** in order to determine their extent and or acceptability.
- 56. It is included in the Environmental Assessment section of the EIS (but not in the Mitigation Measures section) that Road Maintenance Agreements with Council for the Approved Road Transport Route ('ARTR') are intended to be continued as part of this development. This only applies to the public road components of the ARTR, which is a small section of Rangari Road and Hoad Lane. It should also be noted that on the previous Project Approval for the Vickery Coal Project, a condition was imposed only requiring the road maintenance agreement with Gunnedah Shire Council to be maintained. It did not extend to Narrabri Shire

Council. The road maintenance agreement provides a vague and uncertain process for all parties given there is no approved framework or methodology for the agreement.

57. The consideration that has been given to the impacts of construction or operational traffic on the local road network is **incomplete**. Additional mitigation measures should be included as part of the development to ensure impacts on the local road network are appropriately mitigated, including:
- a. Requirements for upgrades of the road network based on the additional assessment undertaken to address the identified gaps in the TIA.
 - b. An assessment to understand the extent of road pavement damage related to construction of the project. This should be in the form of a **Dilapidation report**. This should extend to a pre-construction assessment of the condition of the affected roads and post-construction assessment of the condition of the affected roads, with remedial works being agreed to by Council and including timing for the works to be undertaken. All assessments and works are to be at the cost of the applicant. This requirement should be provided as a condition of the Project Approval and should follow the methodology outlined in *Mining and Energy related Council and NSW Minerals Council Roads Contribution Framework* (GHD 2018).
 - c. For ongoing maintenance impacts on the road network during operation of the mine, a VPA should be utilised to capture the requirements. Pavement consumption should be funded proportionally to the use over the operational phase of Vickery.
 - d. Provision needs to be made for further assessment and the ability to require additional works to be undertaken should the access route be altered from that as outlined in the EIS, including but not limited to if Iron Bridge is closed or Braymont Road is used.
58. Council has provided the above commentary based on the transport route put forward by the Proponent. It is Council's view, however, that the transport route is fundamentally flawed. Council is of the strong view that access to Vickery should be via Braymont Road and that the Proponent should upgrade this route to appropriate national and Council road standards.

Conclusion

59. Overall, the issues raised by Council and other interested stakeholders must be considered on their merits. Ratepayers and residents of the Narrabri Shire expect Council to represent their interests, in terms of social and economic development.
60. There are opportunities with respect to Vickery, including benefits to towns such as Boggabri, and Council again acknowledges the important role mining and extractive industries play in the industry mix of the Narrabri Shire economy and to our future prosperity.
61. However, the Council and the community expect and require that those benefits accrue to the people of the Narrabri Shire who will carry the associated risks and impacts of Vickery. The benefits should not principally accrue to persons and businesses outside the shire who bear few risks and none of the impacts.
62. It is essential that these risks and impacts are identified and mitigated.
63. It is the position of Council, for the reasons outlined, that the economic benefits of this project have potentially been overstated by the Proponent and the social costs have not been adequately addressed. It is Council's firm view that the IPC have the power and the responsibility to ensure that the issues identified by all stakeholders, particularly those living in and around the project site, are dealt with by the Proponent in an impartial and transparent manner. Integrity is a key part of any deliberative process and Council trusts that the Commission will address the issues identified herein. Council looks forward to working constructively with the Commission's panel members over the coming months and extends this positive approach towards all stakeholders, either for or against Vickery.

If you would like to discuss the matter with me further, please contact me on (02) 6799 6866.

Yours faithfully,



Daniel Boyce

Manager Planning and Regulatory Services

10.3 DEVELOPMENT APPLICATION DA23/2019 - REQUEST FOR WAIVER OF DEVELOPMENT APPLICATION FEES AND SECTION 94A DEVELOPER CONTRIBUTIONS

File Number: 438730

Responsible Officer: Daniel Boyce, Director Development and Economic Growth

Author: Daniel Boyce, Director Development and Economic Growth

Attachments: 1. Wee Waa Fishing Club Letter Request to Waive Fees 

DELIVERY PROGRAM ALIGNMENT

2. Environment

Objective 2.1 We will maintain our open spaces, natural environment and heritage for future generations

Strategy 2.1.3 Passive recreational open spaces are well maintained and accessible for public use

EXECUTIVE SUMMARY

Wee Waa Fishing Club submitted a combined Development Application (“DA”) and Construction Certificate (“CC”) to Council for the construction of a boat ramp on the Namoi River at a site known as “Yellow Banks”. The site is located on Cotton Lane, Wee Waa and has been used as the site for launching boats and other watercraft in its current black soil state for more than 20 years.

The DA and CC have been issued by way of approval.

Council has received a request from the Wee Waa Fishing Club to waive the following fees:

- Development Application Fee - \$610.44
- Construction Certificate Application Fee - \$815.87
- Inspection Package Fees - \$496.00
- Occupation Certificate Fee - \$135.00
- S94A Developer Contribution - \$642.50

Total \$2,699.81

RECOMMENDATION

That Council, having regard to the social and environmental contribution of the development to the community of Wee Waa and surrounds; waive the applicable Development Application fees and S94A Developer Contribution paid for DA 23/2019 being \$2,699.81.

BACKGROUND

Wee Waa Fishing Club submitted a combined Development Application (“DA”) and Construction Certificate (“CC”) to Council for the construction of a boat ramp on the Namoi River at a site known as “Yellow Banks”. The site is located on Cotton Lane, Wee Waa and has been used as the site for launching boats and other watercraft in its current black soil state for more than 20 years.

Pursuant to the requirements of the *Environmental Planning and Assessment Regulation 2000* and Council's adopted Section 94A Developer Contributions Plan the Wee Waa Fishing Club was charged the following fees:

- Development Application Fee - \$610.44
- Construction Certificate Application Fee - \$815.87
- Inspection Package Fees - \$496.00
- Occupation Certificate Fee - \$135.00
- S94A Developer Contribution - \$642.50

Total \$2,699.81

The DA and CC have been issued by way of approval on 5 November 2018. Council has received a request from the Wee Waa Fishing Club on 6 December 2018 to waive the above fees that were appropriately charged at the time of lodgement of the DA.

CURRENT SITUATION

As the Wee Waa Fishing Club, is a not-for-profit organisation and provides valuable and positive social and environmental outcomes for the people of Wee Waa and surrounds the request is not considered unreasonable. As indicated in the submission the money saved in fees, should they be waived, will go towards a fingerling release which is scheduled for early in 2019.

FINANCIAL IMPLICATIONS

Development application fees are charged as a means of recovering the costs to Council of the assessment of the application. Waiving the development application fees and the Section 94A Developer Contributions will mean that Council has provided a service but has not received the relevant revenue for that service.

Due to the development being by a not-for-profit community organisation providing a social and environmental outcome for the community of Wee Waa, Council may consider waiving the development application fees and the Section 94A Developer Contribution in this instance as the development application will result in an improvement in existing community access and facilities.

STATUTORY AND POLICY IMPLICATIONS

- Section 356 of the *Local Government Act 1993*.
- Community Grants Fund Policy.

CONSULTATION

External Consultation

Nil.

Internal Consultation

Nil.

Good Morning,

06/12/2018

I write to you on behalf of the Wee Waa Fishing Club. We are a small, not for profit organisation with 76 members, 40% of which are children. In January of this year we were successful in our application to the RMS under the Boating Now Program to install a permanent boat in ramp in the Namoi River at a site affectionately known as "Yellow Banks". This site is located on Cotton Ln Wee Waa and has been used in its current black soil state for the last 20 years to launch a range of watercraft.

The site was recently added to Narrabri Shire Councils – Sport and Recreation Open Spaces Plan.

As a part of the project we will be installing an all-weather gravel road in to the ramp from Cotton Lane to give year-round access to the local fishing community and tourists.

The project was pursued for two reasons –

1. The local fishing community is made up of a lot of agricultural workers, whose only opportunity to fish is with days off after rain. The site is inaccessible after rain due to the black soil leaving local anglers no choice but to pack up and travel to other regions eg. Dams to access fishing areas and therefore taking money out of the local community.
2. Tourism. Grey Nomads often carry with them a small vessel or kayak but are unable to find a safe and functional place to launch therefore they too move on down the road with local businesses missing out on the tourism dollars.

I have spent all this year obtaining the necessary permits from – Local Aboriginal Lands Council, Crown Lands, NW Local Land Services, DPI Fisheries, Local Land Holders, Water NSW and Narrabri Shire Council. We are only awaiting our construction certificate at this time and are able to proceed with the project.

Over this time the club has paid a number of fees to N.S.C which has delved into funds we had put aside to contribute to the project as part of our Co-Contribution. I ask that the Council waive the following fees and offer the club a credit, we are after all a not for profit club and every cent for us does count.

Fees are as follows –

100 – Development Application Fee \$610.44

111 – Construction Certificate App \$815.87

112 – PCA Inspection Package \$496.00

And the section 94A contribution of \$642.50

At over \$2,500, this represents a huge amount of our club's finances that were scheduled to go towards a fingerling released scheduled for late January.

Your help will be most appreciated.

Regards,



John Tully – President

Wee Waa Fishing Club

0408 992 609

"Let 'em Go, Let 'em Grow."



10.4 NOTICE OF MOTION - SECOND TOWN WATER SUPPLY (NARRABRI)**File Number: 441373****Attachments: Nil**

I, Councillor Ron Campey, give notice that at the next Ordinary Meeting of Council be held on 26 February 2019, I intend to move the following motion:

MOTION**That Council commence investigation into dual water supply for the township of Narrabri.****RATIONALE**

This is a potential 10, 20, 30+ year strategic project for Narrabri Shire. With a life of close to 100 years.

Narrabri is the place to begin as it has the worst water, the largest population and the most visitors to our Shire.

The majority of the water extracted, stored and distributed in the Narrabri Township is applied for non-human needs.

The public health of our community and its wellbeing is predicated on clean water for human consumption including bathing and household washing. Growing use of water softeners and pollutants is impacting on our sewage system.

The existing water supply is of a sub-standard quality affecting many residents, even though the new water augmentation system will enhance water quality now is the time to be engaged with State Government as it is awash with money.

In our immediate region, there are five townships in the Northwest where dual water supply is installed. The benefits would be immediately available to residents and business houses with a drinkable and potable supply for consumption, washing and showering in the households. This would be supplied in a small-diameter dedicated water main and distribution system only for household use. This supply would be metered using similar technology of water consumption measurement that is currently used. A premium would be charged for this water.

The attractiveness of Narrabri as a regional township would be much enhanced as would the benefits of township living be advanced, having clean water would be felt by the township for many generations to come.

I commend this Notice of Motion to Council.

11 OUR ECONOMY



THEME 3: OUR ECONOMY

STRATEGIC DIRECTION 3: PROGRESSIVE AND DIVERSE ECONOMY

By 2027, we will have developed a strong, diverse economy that attracts, retains and inspires business, industry and tourism growth.

COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several economic priority areas to be actioned over the 2017 - 2018 financial year.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Economic development
- Planning and development
- Entertainment and conferences
- Local and regional tourism and events
- Saleyards
- Airport

COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following economic strategic outcomes:

- Increased community events, conferences and entertainment
- Increased employment through industry innovation, investment and value adding
- Established freight hub for the Northern Inland Region
- Increased housing availability and affordability
- Broadened economic base

11.1 GRANT STATUS REPORT - JULY TO DECEMBER 2018**File Number:** 439222**Responsible Officer:** Stewart Todd, General Manager**Author:** Amanda Wales, Grants Officer**Attachments:** 1. Grant Status July 2018 to December 2018  **DELIVERY PROGRAM ALIGNMENT****3. Economy**

Objective 3.2 We will become a logistics hub for the northern inland region

Strategy 3.2.3 Explore opportunities for increasing the efficiency of freight movements

3.3.4 Promote opportunities created through abundant supply of energy and easy access to transport logistics

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of grant activity for the period 1 July 2018 to 31 December 2018.

During the period 1 July 2018 to 31 December 2018 Council applied for \$11,495,971.00 in grant funding. The amount of \$249,000.00 was confirmed as approved, leaving \$11,246,971 yet to be determined.

During the period 1 July 2018 to 31 December 2018 Council received confirmation of successful applications in the amount of \$2,194,742.43 from grant applications lodged in the 2017-2018 financial year.

This provides a total of \$2,443,742.43 in grant funding approved during the period 1 July 2018 to 31 December 2018.

Council's financial co-contributions to successful grant applications 1 July 2018 to 31 December 2018 was \$653,030.00.

RECOMMENDATION

That Council note the Grant Activity Report for the period 1 July 2018 to 31 December 2018.

BACKGROUND

The purpose of this report is to inform Council of grant activity for the period 1 July 2018 to 31 December 2018.

During this period there have been significant grant opportunities in the areas of infrastructure targeting freight and logistics. Council has submitted a large number of applications with the intention of securing funds which assist Council in reaching strategic goals for the Shire.

Council employs a dedicated Grants Officer whose primary function is to source new funding for Council projects, to administer existing funded projects and to acquit completed funded projects. In addition, the position also oversees operations of Councils Community Grants Fund, provides information to community sectors regarding upcoming grant opportunities and to provide assistance and advice to these groups in completing their applications.

CURRENT SITUATION

During the period 1 July 2018 to 31 December 2018 Council applied for \$11,495,971 in grant funding. The amount of \$249,000.00 was confirmed as approved, leaving \$11,246,971 yet to be determined.

During the period 1 July 2018 to 31 December 2018 Council received confirmation of successful applications in the amount of \$2,194,742.43 from grant application in the 2017-2018 financial year.

FINANCIAL IMPLICATIONS

Council's financial co-contributions to successful grant applications 1 July 2018 to 31 December 2018 was \$653,030.00.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

Consultation regarding grant opportunities is dependent on the grant being targeted. Council directorates are consulted with appropriate feedback and authorisation being sought before grant applications commence. External consultation can be sought prior to or during a grant application.

External Consultation

External communication includes community consultation and expert advice. Independent expert advice is sought where a grant is aimed at a particular project that requires specialist advice or planning, for example, utilising an external heritage consultant when needed.

Internal Consultation

Internal consultation from Council directorates is sought prior to and during the grant application process. Internal approval is also obtained prior to lodgement.

Grant Activity Table 1 July 2018 - 31 December 2018

Project Information	Financial Year of Application	Total Project Cost	Funding Applied For	Funding Body	Council Department	Status
Shire Wide Community Heritage Study and Report	2017/18	\$20,000.00	\$20,000.00	Environment NSW – NSW Heritage Study Grants	Development and Economic Growth	Unsuccessful
Edgeroi War Memorial	2017/18	\$10,168.00	\$10,000.00	Department of Veteran Affairs – Community War Memorials	Development and Economic Growth	Successful
Narrabri Rotary Clock Tower	2017/18	\$2,008.00	\$2,008.00	Department of Veteran Affairs – Community War Memorials	Development and Economic Growth	Unsuccessful
Pilliga Road Project	2017/18	\$4,131,000.00	\$1,665,500.00 Further funding was to be sought from another grant avenue if successful	Infrastructure and Regional Development – Heavy Vehicle Safety and Productivity Program	Infrastructure Delivery	Unsuccessful
Maitland Street Pergolas	2017/18	\$367,920.00	\$367,920.00	NSW Government – Stronger Country Communities Fund	Development and Economic Growth	Unsuccessful
Cooma Oval Shade Shelters	2017/18	\$83,160.00	\$83,160.00	NSW Government – Stronger Country Communities Fund	Development and Economic Growth	Unsuccessful
Narrabri and Wee Waa Bowling Clubs Synthetic Turf	2017/18	\$494,806.00	\$494,806.00	NSW Government – Stronger Country Communities Fund	Development and Economic Growth/Community Group	Successful
Dangar Park Wee Waa Project	2017/18	\$334,965.00	\$334,965.00	NSW Government – Stronger Country Communities Fund	Development and Economic Growth	Successful
Gwabegar Playground and Community Space Project	2017/18	\$94,600.00	\$94,600.00	NSW Government – Stronger Country Communities Fund	Development and Economic Growth	Successful
Narrabri West Lake Path	2017/18	\$85,453.00	\$85,453.00	NSW Government – Stronger Country Communities Fund	Development and Economic Growth	Successful
Spring Plains Hall Tennis Court and Painting	2017/18	\$152,871.00	\$152,871.00	NSW Government – Stronger Country Communities Fund	Development and Economic Growth/Community Group	Successful
Cricket and Multi-purpose Sporting Infrastructure	2017/18	\$72,450.00	\$72,450.00	NSW Government – Stronger Country Communities Fund	Development and Economic Growth	Successful
Baan Baa Community Playground Facilities	2017/18	\$61,980.00	\$61,980.00	NSW Government – Stronger Country Communities Fund	Development and Economic Growth	Successful
Narrabri Pistol Club Infrastructure	2017/18	\$91,107.00	\$91,107.00	NSW Government – Stronger Country Communities Fund	Development and Economic	Successful

Grant Activity Table 1 July 2018 - 31 December 2018

					Growth/Community Group	
Narrabri Creek Walk/Cycle Path Section 2 and 3	2017/18	\$302,404.00	\$302,404.00	NSW Government – Stronger Country Communities Fund	Development and Economic Growth	Successful
Wee Waa George Street and Mitchell Street Shared Path	2017/18	\$343,440.00	\$343,440.00	RMS NSW Active Transport Funding	Infrastructure Delivery	Unsuccessful
Cooma Road Shared Path Section 1	2017/18	\$696,000.00	\$696,000.00	RMS NSW Active Transport Funding	Infrastructure Delivery	Unsuccessful
Cooma Road Shred Path Section 2	2017/18	\$707,600.00	\$353,800.00	RMS NSW Active Transport Funding	Infrastructure Delivery	Successful
Baan Baa Strategic Slashing	2017/18	\$3,000.00	\$3,000.00	NSW Rural Fire Service – Rural Fire Fighting Fund	Infrastructure Delivery/Narrabri RFS	Decision Pending
Bellata Strategic Slashing	2017/18	\$3,000.00	\$3,000.00	NSW Rural Fire Service – Rural Fire Fighting Fund	Infrastructure Delivery/Narrabri RFS	Decision Pending
Boggabri Strategic Slashing	2017/18	\$10,000.00	\$10,000.00	NSW Rural Fire Service – Rural Fire Fighting Fund	Infrastructure Delivery/Narrabri RFS	Decision Pending
Gwabegar Strategic Slashing	2017/18	\$5,000.00	\$5,000.00	NSW Rural Fire Service – Rural Fire Fighting Fund	Infrastructure Delivery/Narrabri RFS	Decision Pending
Narrabri Strategic Slashing	2017/18	\$15,000.00	\$15,000.00	NSW Rural Fire Service – Rural Fire Fighting Fund	Infrastructure Delivery/Narrabri RFS	Decision Pending
Pilliga Strategic Slashing	2017/18	\$4,000.00	\$4,000.00	NSW Rural Fire Service – Rural Fire Fighting Fund	Infrastructure Delivery/Narrabri RFS	Decision Pending
Wee Waa Strategic Slashing	2017/18	\$10,000.00	\$10,000.00	NSW Rural Fire Service – Rural Fire Fighting Fund	Infrastructure Delivery/Narrabri RFS	Decision Pending
Floodplain Study and Data Collection – Boggabri	2017/18	\$150,000.00	\$128,571.43	Office of Environment and Heritage Floodplain Management Grant	Development and Economic Growth	Successful
Control of African Boxthorn and Mimosa	2017/18	\$5,415.00	\$5,415.00	Department of Industry	Development and Economic Growth	Successful
Control of Green Cestrum	2017/18	\$6,320.00	\$6,320.00	Department of Industry	Development and Economic Growth	Successful
Narrabri CCTV Project	2018/19	\$205,505.00	\$105,505.00	NSW Department of Justice – Community Safety Fund	Corporate Services	Decision Pending
Seniors Festival Funding	2018/19	\$9,500.00	\$1,800.00	NSW Government	Development and Economic Growth	Unsuccessful
Narrabri West Transport Activation Precinct	2018/19	\$3,379,500.00	\$2,929,500.00	NSW Government – Growing Local Economies – REDS and FER's	Infrastructure Delivery	Decision Pending
Culgoora Road Project (Narrabri End)	2018/19	\$5,960,000.00	\$5,460,000.00	NSW Government – Growing Local Economies – REDS and FER's	Infrastructure Delivery	Decision Pending

Grant Activity Table 1 July 2018 - 31 December 2018

Learn to Swim – Indigenous Participation Program	2018/19	\$6,375.00	\$2,000.00	NSW Swimming	Development and Economic Growth	Unsuccessful. Funding was allocated by NSW Swimming however the program could not be run in their required time frame
Deriah Aboriginal Area Access	2018/19	\$498,062.00	\$249,000.00	Regional Arts NSW – Regional Cultural Fund	Infrastructure Delivery	Successful
Tarriaro Bridge Replacement	2018/19	\$2,120,000.00	\$1,620,000.00	Resources for Regions	Infrastructure Delivery	Decision Pending
Warrior Street Kerb Wee Waa	2018/19	\$268,190.00	\$268,190.00	Drought Relief – Heavy Vehicle Access	Infrastructure Delivery	Decision Pending
Wee Waa George Street and Mitchell Street Shared Path	2018/19	\$349,440.00	\$314,496.00	RMS NSW Active Transport Funding	Infrastructure Delivery	Decision Pending
Cooma Road Shared Path Section 1	2018/19	\$580,412.00	\$305,480.00	RMS NSW Active Transport Funding	Infrastructure Delivery	Decision Pending
Bulk Water Supply Units	2018/19	\$152,000.00	\$150,000.00	Federal Government – Drought Communities Fund	Infrastructure Delivery	Decision Pending
Wee Waa Green Space	2018/19	\$129,000.00	\$90,000.00	Federal Government – Drought Communities Fund	Development and Economic growth	Decision Pending

12 OUR CIVIC LEADERSHIP



THEME 4: OUR CIVIC LEADERSHIP

STRATEGIC DIRECTION 4: COLLABORATIVE AND PROACTIVE LEADERSHIP

By 2027, we will proactively together to achieve our shared vision with strong strategic direction.

COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several civic leadership priority areas to be actioned over the 2017 - 2018 financial year.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Integrated strategic planning and reporting
- Community engagement and consultation
- Representation and governance
- Human resource management
- Customer services
- Information services
- Financial services
- Risk management
- Compliance and regulation

COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following civic leadership strategic outcomes:

- Improved community engagement and decision-making processes
- Well established community, industry, government and non-government partnerships
- Well maintained core infrastructure and service provision that delivers public value
- Transparent and accountable planning and reporting
- Financial efficiency and sustainability

**12.1 DELEGATES REPORT - NARRABRI GAS PROJECT COMMUNITY CONSULTATIVE COMMITTEE
- 28 SEPTEMBER 2018****File Number: 436302****Responsible Officer: Ron Campbell, Councillor****Author: Delece Hartnett, Personal Assistant to GM & Mayor****Attachments: 1. Narrabri Gas Project 28 September 2018 Meeting Minutes**  **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

RECOMMENDATION

That Council note Cr Campbell's Delegates Report from the Narrabri Gas Project Community Consultative Committee Meeting held on Friday 28 September 2018.

DELEGATES REPORT

The Narrabri Gas Project Community Consultative Committee held a Meeting on Friday 28 September 2018.

The Minutes from the meeting are attached.

Narrabri Gas Project CCC - Meeting # 35

27 September 2018

Date/Time:	Tuesday 27 September 2018, 11.00am – 1.00pm	
Location:	Narrabri RSL, 7 Maitland Street Narrabri	
Attendees:	<ul style="list-style-type: none"> • Jock Laurie – Land and Water Commissioner (Chair) • Cr Ann Loder – Narrabri Shire Council • Cr Ron Campbell – Narrabri Shire Council • Jocelyn Cameron – Country Women’s Association • Jack Warnock – Lower Namoi Cotton Growers Association • Tony Pickard – People for the Plains • Conrad Bolton – North West Local Land Services • Lynn Trindall – Narrabri Local Aboriginal Land Council • David Scilley – NSW Farmers 	<ul style="list-style-type: none"> • Harry Henderson – Department of Premier and Cabinet • Stephen O’Donoghue – Department of Planning and Environment • Andrew Cowan – Environment Protection Authority • Megan Prowse – Environment Protection Authority • Nicholas Payne – Environment Protection Authority • Annie Moody – Santos
Guests:	<ul style="list-style-type: none"> • Todd Dunn – Santos 	
Apologies:	<ul style="list-style-type: none"> • David Banks – Santos • Neale House – Santos • Russell Stewart – Narrabri Chamber of Commerce • Jon-Maree Baker – Namoi Water 	
Meeting Chair:	Jock Laurie	
Secretariat:	Annie Moody	
Agenda Item	Discussion/Outcomes	Action
General Business	<ul style="list-style-type: none"> • Representative for People for the Plains tabled documents and a USB stick with questions directed to Santos, Department of Planning and Environment, Environment Protection Authority, Department of Premier and Cabinet and the NGP CCC Chair. • Correspondence to and from the CCC Chair from Conference Organiser of the Coal Seam Gas and Public Health Conference was tabled to members at the meeting. The Chair stated that if a committee member has a view that the Chair has misled the committee in relation to the response to the Organiser that they may contact the Minister. • A member advised that they had received an email from a Postdoctoral Research Fellow at the University of NSW Law with an invitation to participate in a study examining the governance of water and unconventional gas funded by the Australian Research Council. Other members advised that they had also received the email. 	Secretariat to distribute
Agenda Item	Discussion/Outcomes	Action

<p>General Business (continued)</p>	<ul style="list-style-type: none"> • A member spoke about the Northern Territory Community Benefit Fund and mentioned that Aboriginal communities are funded for some initiatives through this fund. Casinos and other gambling contribute money to the Community Benefit Fund through a levy. The member spoke about how that fund administration may be a model for the Gas Community Benefit Fund - it is administered by a Board that has government and community representatives. This prompted discussion amongst members on potential models for Gas Community Benefit Fund administration. • A DPC representative advised that there had been a new appointment to the role of Director within the Division of Resources and Geoscience and that the Gas Community Benefit Fund administration framework was a subject that would be addressed within that role. • A member requested a copy of the Investor Day presentation by Santos Managing Director and Chief Executive Officer Kevin Gallagher on 26 September 2018 be distributed to members. <p>Presentation/Handout/Links:</p> <p>Questions from People for the Plains representative:</p> <ol style="list-style-type: none"> 1. September 2018 NGP CCC – Questions to Environment Protection Authority 2. September 2018 NGP CCC – Questions to Santos 3. September 2018 NGP CCC – Questions to Department of Premier and Cabinet 4. September 2018 NGP CCC – Questions to Department of Planning and Environment 5. September 2018 NGP CCC – Suggestions for future presentations to NGP <p>Other:</p> <ol style="list-style-type: none"> 6. Correspondence to/from Conference Organiser of the Coal Seam Gas and Public Health Conference 7. Link to information on the Northern Territory Department of Attorney-General and Justice Community Benefit Committee and Community Benefit Fund Program https://justice.nt.gov.au/attorney-general-and-justice/committees-and-boards/community-benefit-committee 8. A copy of the Santos Investor Day presentation from 26 September 2018 will be distributed to members and is available from https://www.santos.com/media/4526/180926-santos-targets-production-of-more-than-100-mmboe-by-2025.pdf 	<p>Secretariat</p>
<p>Santos Update</p>	<ul style="list-style-type: none"> • Santos Monthly Activity Update for September 2018 was distributed in hard copy to members and emailed out of session on 3 September 2018. The August Monthly Activity Update was emailed out of session to members on 7 August 2018. • A member asked if the irrigation had recommenced at Leewood and a Santos representative responded that it hadn't as the administrative matter in relation to the water use approval had not yet been resolved. • The member referred to a report on the subject of soil analysis and stated that he had requested a copy of the report from EPA. This relates to an individual request from a member of the committee directly to the EPA and has not been a CCC agenda item. 	
<p>Agenda Item</p>	<p>Discussion/Outcomes</p>	<p>Action</p>

<p>Santos Update (continued)</p>	<p>Presentation/Handout/Links:</p> <p>9. Santos Monthly Activity Updates for August and September 2018 are available from https://narrabrigasproject.com.au/community/consultative-committee/</p>	
<p>EPA Update</p>	<ul style="list-style-type: none"> • An EPA representative provided a draft Narrabri CCC EPA Newsletter July/August 2018 with final newsletter to be available on EPA website and through newsletter subscription • EPA representative advised that a decision on Recommendation 9 of the <i>Final Report of the Independent Review of Coal Seam Gas Activities in NSW</i> in relation to <i>Environmental risk & responsibility and insurance arrangements for the NSW CSG industry</i> is expected by end of the year. A letter will be sent to stakeholders involved in the consultation on this subject and EPA can provide a presentation to CCC in first quarter of 2019 (Future Agenda Item 33.2 updated to reflect this timing). • A member asked EPA if the agency had reviewed the CSIRO paper presented to the Scientific Inquiry into Hydraulic Fracturing in the Northern Territory Fracking that was distributed to CCC members after the July 2018 meeting (<i>Report into the shale gas well life cycle and well integrity</i>). EPA representative responded that EPA experts had undertaken a preliminary review and no particular issues had been flagged in the NGP context. • A member referred EPA and other committee members to another CSIRO paper that was presented at a conference in South Australia in May 2018 which will be distributed to members out of session (APPEA Journal 2018_58_CSIRO_Perspectives on successful coal seam gas well decommissioning). The member raised a matter in relation to a fee associated with accessing the GISERA/APPEA report and this was resolved by the EPA directly with the member prior to the CCC meeting. There is a \$25 fee to access the report online. Members may refer their queries relating to a fee that APPEA and/or GISERA charge for their reports to the relevant organization. • A DPE representative advised that GISERA had provided a presentation to government departments and the Expert Panel recently. Water monitoring will be considered in the assessment of the Narrabri Gas Project EIS. • A member requested that GISERA be invited to next CCC meeting to provide further information on well decommissioning and <i>CSG induced groundwater impacts in the Pilliga region: prediction uncertainty, data-worth and optimal monitoring strategies</i> reports. A discussion amongst committee members concluded that the invitation would not be extended at this point as members were comfortable with the level of information received from presentations to the committee on well decommissioning earlier this year and the various reports distributed to members on the subject. • A member asked EPA if decommissioning requirements apply to the both internal and external part of a well with an EPA representative responding that it does. <p>Presentation/Handout/Links:</p> <p>10. Final Narrabri CCC EPA Newsletter July/August 2018 will be available from http://www.epa.nsw.gov.au/licensing-and-regulation/gas-industry/gas-industry-in-nsw/community-involvement</p> <p>11. Copy of APPEA Journal 2018_58_CSIRO_Perspectives on successful coal seam gas well decommissioning will be distributed to members</p>	<p>EPA/Secretariat</p>

Agenda Item	Discussion/Outcomes	Action
DPE Update	<ul style="list-style-type: none"> • A DPE representative advised that Department of Industry (DoI) Water were in the process of tendering for the installation of monitoring bores in the Gunnedah Basin as part of the <i>Water Monitoring Strategy for Coal Basins in NSW – Gunnedah Basin</i> project and DoI Water will provide presentation to the committee in early 2019 (Future Agenda Item 26.3 updated to reflect this timing). • Potential monitoring bore sites include Pilliga West, Lower Namoi, Scratch Road, Maules Creek, Boggabri and Pilliga South with eleven bores proposed. The bore installation project requires an environmental assessment and approval in the form of a Review of Environmental Factors (REF) and the document/s will be available after they have been submitted, indicatively in the next couple of months. The REF will document sites of the proposed works. • Water samples are being collected from the Plumb Road monitoring bores from the Digby, Purlawaugh and Pilliga formations from depths of 336 – 640 metres. Information from monitoring bores will be available from the Government database and will include pressure monitoring results. • A DPE representative advised that Department of Industry (DoI) Water were in the process of tendering for the next phase of monitoring bores as part of the <i>Water Monitoring Strategy for Coal Basins in NSW – Gunnedah Basin</i> project and DoI Water will provide presentation to the committee in early 2019 (Future Agenda Item 26.3 updated to reflect this timing). • Water samples are being collected from the Plumb Road monitoring bores from the Digby, Purlawaugh and Pilliga formations from depths of 336 – 640 metres. Information from monitoring bores will be available from the Government database and include pressure monitoring results. • A DPE representative provided an update on the assessment of the NGP EIS and advised the committee that the various <i>Agency Advice on Response to Submissions</i> was now available on the DPE Major Projects website. The Water Expert Panel had requested further information and the DoI Water response was not yet loaded to the website. • The Expert Panel Report has not been uploaded to the website as yet as they were awaiting further information but DPE advised that it will be provided as part of the assessment report. A member asked if the Expert Panel had been engaged specifically for this project with DPE representative responding that it had been engaged specifically, that it was not a statutory panel, and that panel members were experts in their field. • DPE has received further submissions on the EIS from People for the Plains, the North West Alliance and others. DRE is considering putting these up on the website and a copy will be provided to Santos. • A member asked if form submissions objecting to the Project that contain similar copied statements were valid and taken into account during the assessment process, with a DPE representative responding that they are valid and taken into account. • A member asked whether a change of government in NSW at the next election would mean that the assessment process would stop. A DPE representative responded that NSW Planning legislation determines the process and that it would continue unless there was a change to the relevant legislation. 	

Next Meeting	Thursday 29 November 2018, Narrabri RSL Club 11.00am – 2.00pm	
Meeting closed	1.00pm	

Action Items

REF	Action	Entity/Person	Status
27.1	People for the Plains questions directed to various entities:		
27.1a	Questions to Environment Protection Authority	EPA	
27.1b	Questions to Santos	Santos	
27.1c	Questions to Department of Premier and Cabinet	DPC	
27.1d	Questions to Department of Planning and Environment	DPE	
27.1e	Suggestions for future presentations to NGP CCC	Chair	
27.2	Distribute copy of the Santos Investor Day presentation from 26 September 2018 to members	Secretariat	
27.3	Distribute copy of APPEA Journal 2018_58_CSIRO_Perspectives on successful coal seam gas well decommissioning to members	Secretariat	

Future Agenda Items

REF	Agenda Item	Entity/Person	Status
33.2	Update on progress on implementing Recommendation 9 of the <i>Final Report of the Independent Review of Coal Seam Gas Activities in NSW</i> in relation to <i>Environmental risk & responsibility and insurance arrangements for the NSW CSG industry</i> .	EPA	TBA – Quarter 1 2019
26.3	Update on <i>Water Monitoring Strategy for Coal Basins in NSW – Gunnedah Basin</i> when final site selection is determined	Dol Water	TBA – Quarter 1 2019

12.2 DELEGATES REPORT - LEARDS FOREST ENVIRONMENTAL TRUST COMMITTEE MEETING - THURSDAY 8 NOVEMBER 2018**File Number:** 441465**Responsible Officer:** Lloyd Finlay, Councillor**Author:** Delece Hartnett, Personal Assistant to GM & Mayor**Attachments:** 1. Leards Forest Trust Meeting Minutes 8 November 2018  **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

RECOMMENDATION

That Council note Cr Finlay's Delegates Report from the Leard's Forest Environmental Trust Inc Committee Meeting held on Thursday 8 November 2018.

DELEGATES REPORT

The Leard's Forest Environmental Trust Inc Committee Meeting held a Meeting on Thursday 8 November 2018.

The Minutes from the meeting are attached.

Minutes for the Leards Forest Environmental Trust Inc. Meeting

Meeting Held:	8 November 2018 at 12:00pm
Venue:	Boggabri Golf Club
Present:	Darren Swain (DS), Lloyd Finlay (LF), Catherine Collyer (CC), Carolyn Nancarrow (CN), Julie Heiler (JH), Ros Solomon (RS), Ros Druce (RD), Sebastian Moreno (SM), Sarah Torrance (ST), John Hamson (JH), David Ross (DR), Debbie Corlet (DC)
Apologies:	Peter Forbes (PF), Dan Martin (DM), Andrew Johns (AJ)

1. Welcome & apologies

DR welcomed everyone to the meeting and advised that the main focus of the meeting was to review three applications that have been received recently from community groups.

2. Declaration of pecuniary or non-pecuniary interests

LF – lease of country from WHC.

DR and DC paid for roles as chair and secretary.

3. Business Arising and Previous Minutes

From May Trust meeting – everyone was comfortable with the minutes and what was discussed.

List of community groups – needs to be collated as it is a very large list just within Narrabri Shire Council's directory, alone.

List of community groups – Julie to provide David with a list.

DR – Re photos for the Fact Sheet, that was put on hold when RS resigned from Council.

RS – Asked the group if they'd like the Fact Sheet to look like the current Trust funding application or a different look.

Agreement from members to keep it similar.

RS – Application, logos – Darryl will have a lot of ideas about Fact Sheets.

DR – Regarding the "who, what, when, why" – do you want me to get info from email?

RS – Some of that stuff is in the guidelines already and will send to DR to read over for feedback. RS and DR to coordinate and then pass to CCC to consider.

DR – Will write a letter to Stuart Todd confirming details of the meeting. DR wrote to him to make sure he's comfortable as a follow up after last meeting with NSC.

DR – Mentioned at the May Trust meeting that he had received (only the night before the Trust meeting) – an updated progress report regarding the green cestrum control project. He has since sent this report to members.

DR – to speak to Claire about previous grant and follow up on \$26,000 hadn't been spent by them. Back to the trust within 2 weeks from today.

DR – interest earnings on the trust account – to follow this up with Tim from Narrabri Shire Council. DR has emailed and phoned Council – they are unaware of that necessity.

JH – What is the contribution of the tonnage through the Trust.

DR – Darren, Dan, Tim and DR – propose to have another meeting in February with NSC and maintain good relationship. Will ask them about this issue.

LF – Will chase up as well – ACTION.

CC – It is the VPA's – 1.5% of the tonnage rate that goes to the Environment Trust – topping it up. That is an agreement (legal binding) – Council has with the Department. Council need to provide that information. If not provided, we send to the Dept to investigate where they are.

CN – They are collecting money and supposed to pass it to the Trust.

DR – We will follow up with Stuart Todd and get it provided prior to our May 2019 meeting.

JH – What about the financials?

RS – From the Shire?

DR – With the Audit \$100,000 – from the previous Minutes but still need clarification of the \$200,000.

4. Review and consideration of applications

Applications received are from:

- **Sacred Heart Parish** – Upgrade to Hygiene area (toilets). Funding amount requested is \$42,420. Project would protect and avoid current adverse effects on children's health.
- **Boggabri Men's Shed** – Sun power for man power (installation of solar panels). Funding amount requested is \$9,952.50. Project part of larger project as membership grows, there is a need for more space. Project will reduce bills / overheads.
- **Boggabri & Districts Historical Society / Men's Shed** – Keeping it cool (painted solar roof insulation). Funding amount requested is \$7,480. Is important for building's upkeep and will reduce energy bills.

Sacred Heart Parish

A discussion was then held about the application, identifying that a co-contribution wouldn't be made but it is an important service as it's the only child-care service in Boggabri. Furthermore, it was believed that further quotes should be sourced as the quote provided was questioned.

It was unanimously agreed that a recommendation should be made to the Parish for more quotes to be obtained and provided to the Trust.

DS – So people have seen what needs to be upgraded and comfortable that it does need to be done.

RD – Happy for the project to go ahead but requires further information and alternate quotes – alterations to the design, solar and sky light etc.

It was also identified by the Trust that the funding application in future should provide guidance on when more than one quote is required.

DS – Guidelines could be –

1 quote = if under \$10,000

2 quotes = if under \$50,000

3 quotes = if over \$50,000

Boggabri Men's Shed

A discussion was then held about the application, identifying that the proposal for solar panels was for a group that doesn't go out to make a profit – what they make – they put back in to the community.

JH – Promotes our community.

CC – Is that going to cover it all.

JH – Got the cost from the installer.

DR – Costing excludes solar metre installation.

CC – Suitable project for this group to fund.

JH – The museum's auspices – they look after the insurance – shed put in money and give it back.

ST – What are members like?

Everyone agreed to the application. JH excluded herself from the decision concerned that there may be a conflict of interest.

Boggabri & Districts Historical Society / Men's Shed

A discussion was then held about the application to paint an insulation material on the roof, identifying that more information is required.

DS – Need to be redo submission with all the work they want done with all the quotes then.

CC – Project is suitable – they need to come back with a proper quote for the whole project.

CC – In principal it is approved but they must come back with a full quote.

Agreed by all Trust members.

General Business

CN – Told the group of her resigning from the Joint CCC and Environmental Trust.

DR – Thanked Caz for her contribution and time.

RD – Do we need another community member? They must be on a CCC.

DR - Will mention it at the Joint CCC this afternoon.

Constitution

DR – Mentioned he has gone slow deliberately this year with the finalising of the Constitution. Lots of documentation to review by CCC members. I put in place that we get it finalised by the May 2019 meeting. Agreement by everyone

RD – Referring to WHC's comments on draft constitution, Clause No 13 – Determination of whether an application would get funding or not would be the responsibility of the community members and input from the mines – why was it (sole responsibility of community members) crossed out? We believe the

mines put the money towards the submissions and we look at all the submissions as a group but ultimately the decision lies with the CCC.

DS – The business would want some input into the final decision and it should be a whole of committee decision.

JH – I read somewhere that a hung decision that the community reps would make the ultimate decision.

DS – Spirit of the group work together to find the right answer.

CN – Group decision. Everyone is a member – it's that group decision. A hung decision – need clarification.

JH – Does David do that.

DR – I'd be uncomfortable with that as this isn't my community. Benefits to the community – much prefer that those who live here and work here or both.

DR – Direction for the Trust is to seek more information from the applicants. This is one of the committees we have in Boggabri that work well and we want to maintain that spirit. Is everyone comfortable with that approach.

All members agreed.

Nominations for 4 positions - President, Vice-President, Treasurer and Secretary.

DR sought nominations for positions on Trust for 2018/19. Four people were nominated:

Deb – Secretary

Treasurer – David

Vice-President – Cath

President – David

DR – Just wanted to make sure everyone is comfortable that Ros S will support the Trust now as a contractor. Everyone agreed that they were.

Date for next Meeting

Next meeting – Thursday 16 May 2019 at 12:00pm

Meeting closed 1:47pm

Action List

Action Owner	Action to be completed
JH	List of community groups – Julie to provide David.
DR	Photos for the Fact Sheet to be provided to RS (ongoing).
RS	RS and DR to coordinate the Fact Sheet and then pass to the CCC to consider.
DR	Claire from \$26,000 hadn't been spent by them. Back to the trust within 2 weeks from today.
DR, DS, DM, Tim	Meet with NSC in February
LF	To seek NSC clarification on the contributions they are to make
DR	Constitution finalised by May 2018.

12.3 DELEGATES REPORT - LEARDS FOREST ENVIRONMENTAL TRUST ANNUAL GENERAL MEETING - THURSDAY 8 NOVEMBER 2018**File Number:** 441469**Responsible Officer:** Lloyd Finlay, Councillor**Author:** Delece Hartnett, Personal Assistant to GM & Mayor**Attachments:** 1. Leards Forest Precinct Environmental Trust AGM Minutes 8 November 2018  **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

Strategy 4.4.2 Ensure effective and sound local governance practice

RECOMMENDATION

That Council note Cr Finlay's Delegates Report from the Leard's Forest Environmental Trust Inc Annual General Meeting held on Thursday 8 November 2018.

DELEGATES REPORT

The Leard's Forest Environmental Trust Inc Annual General Meeting held a Meeting on Thursday 8 November 2018.

The Minutes from the meeting are attached.

Leards Forest Precinct Environmental Trust Inc | **2018**
Annual General Meeting

Meeting Date:	Thursday 8 November 2018
Meeting Venue:	Boggabri Coal & via teleconference
Meeting Time:	1:00pm
Attendees:	Cathy Collyer, Roz Druce, Caz Nancarrow, Darren Swain, Sebastian Moreno, Julie Heilar, Ros Solomon, David Ross, Debbie Corlet, Clr Lloyd Finlay, Sarah Torrance, John Hamson
Apologies:	Peter Forbes, Daniel Martin, Andrew Johns

Items:**1. Welcome & Apologies by DR**

DR welcomed everyone to the meeting.

2. Acceptance of previous minutes and business arising

The previous minutes from November 2017 – those present agreed the minutes were an appropriate reflection on what was discussed.

3. Presentation of Annual Report and its adoption

DR observed that the Trust is a sub-committee of the Boggabri Coal – Tarrawonga – Maules Creek complex of coal mine CCCs. The activities of The Trust are reported back to CCC meetings, encouraging committee members to report back to the groups that they represent on the Trust's activities, particularly its various rounds of funding that have been made available.

DR was proud to table the annual report, observing that there has been significant work undertaken by members to not only meet out legal obligations, but also to fulfil our purpose of funding local environmental improvement projects.

Funding Efforts

It has been a disappointing year with no applications being submitted for funding. Our attempts to improve awareness of the Trust and the funding available was complicated by the resignation of Ros Solomon, Narrabri Shire Council (NSC). However, it has been great to welcome Ros back as a contractor to the Trust with her fees then being charged back to the Trust via Council.

As a consequence of the Trust receiving no applications this financial year, members had unanimously agreed to explore whether the definition of "environment" could be broadened in agreement with the Department of Planning and Environment (DPE). This was accomplished, allowing us to broaden the scope of potential projects that could apply for funding, as "environment" can now not only cover the natural environment, but also the social and built environments.

As a consequence, three new potential applications have been made for the new financial year.

**Leards Forest Precinct Environmental Trust Inc | 2018
Annual General Meeting**

Constitution

As is often the case for incorporated associations like ours, the Trust currently operates under the Model Constitution. However, significant efforts have been made to tailor a constitution to the Trust's very specific and unique needs. We have slowly progressed the document this year with members often focussed on many other CCC-related plans to review.

It is anticipated that the new constitution will be finalised in the new financial year.

4. Presentation of Financial Statements

DR then tabled the Trust's recently audited financial statement. We have had income this year of \$3,885 and expenses of \$2,947, establishing a net profit of \$938.

Total and net assets, as well as the Trust's total equity for the financial year came to a figure of \$261,157 compared to the previous financial year's figure of \$260,219.

Acknowledgements

DR thanked all members for their contribution over the financial year.

CC - Moved that the Annual Report and Financial Statement be accepted; this was seconded by DS. A letter was requested to be written to the Council observing that the fee to undertake the work by the independent auditor was very high for a small Trust.

5. Election of new committee

DR – Advised that RS, was present as Returning Officer. However, as there was only one member nominated for each position, the committee for the new financial year would consist of:

President – David Ross

Vice-President – Cath Collyer

Secretary – Debbie Corlet

Treasurer – David Ross

DR closed the meeting at 1:40pm.

12.4 DELEGATES REPORT - NARROMINE TO NARRABRI (N2N) INLAND RAIL COMMUNITY CONSULTATIVE COMMITTEE - 22 JANUARY 2019**File Number:** 441740**Responsible Officer:** Ron Campbell, Councillor**Author:** Delece Hartnett, Personal Assistant to GM & Mayor**Attachments:** 1. Minutes - N2N Community Consultative Committee Meeting - Narrabri, 22 January 2019  **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

RECOMMENDATION

That Council note Cr Campbell's Delegate Report from the Narromine to Narrabri (N2N) Inland Rail Community Consultative Committee held on Tuesday 22 January 2019.

DELEGATES REPORT

The Narromine to Narrabri (N2N) Inland Rail Community Consultative Committee held a meeting on Tuesday 22 January 2019.

The Minutes from the meeting are attached.



MEETING MINUTES

Meeting title	Narromine to Narrabri (N2N) Community Consultative Committee – Narrabri Sub-committee meeting 1		
Attendees			
Michael Silver OAM (Independent Chair)	Cr Cameron Staines (Narrabri Shire Council)		
Christina Deans (Community Member)	Cr Denis Todd (Warrumbungle Shire Council)		
Ted Hayman (Community Member)	Leanne Ryan (Warrumbungle Shire Council)		
Elizabeth Tomlinson (Community Member)	Alexander Scott (NSW Planning & Environment)		
Jane Judd (Community Member)			
Cindy Neil (Community Member)	Helena Orel, NSW Stakeholder Manager (ARTC)		
Bruce Brierly (Community Member)	Scott Divers, Senior Project Manager N2N (ARTC)		
Cr Ron Campbell (Narrabri Shire Council)	Matthew Errington, Environmental Advisor (ARTC)		
Stewart Todd (Narrabri Shire Council)	Kyle-James Giggacher, Project Delivery Engineer (ARTC)		
Apologies			
Russell Stewart; Lloyd Sutherland			
Location	Crossing Theatre, Narrabri	Date & start time	22 January 2019, 12.40 pm

Topic	Discussion
1. Welcome	<ul style="list-style-type: none"> The Chair welcomed all to the inaugural meeting. The Chair introduced Alexander Scott, Justin Woodhouse from NSW Department of Planning & Environment (DPE).
2. Declarations of Interest	<ul style="list-style-type: none"> Michael Silver – pecuniary interest - expenses of Independent Chair borne by ARTC. Cindy Neil - non-pecuniary interest. Property located within study corridor. Christina Deans - non-pecuniary interest. Property located within study corridor and her professional services may be utilised by affected land holders.
3. Introductions	<ul style="list-style-type: none"> All members introduced themselves and provided a brief biography and their interest in the Inland Rail project.
4. Presentation (Department of Planning & Environment)	<p><i>Alexander Scott provided a presentation (see the Inland Rail website, N2N page) in respect of the State Significant Infrastructure (SSI) process and the role of Community Consultative Committees (CCCs).</i></p> <ul style="list-style-type: none"> Mr Scott highlighted the addition of Commonwealth requirements in respect of the Environmental Protection & Biodiversity Conservation Act 1999 (EPBC Act) into the Secretary's Environmental Assessment Requirements (SEARs) in November 2018. He indicated that the Department will assess the proposal in respect of this legislation's requirements in conjunction with the Commonwealth Department of Environment and Energy (DoEE). Mr Scott also focussed on the important role the CCC plays in detailed and ongoing interaction between ARTC and the community. He suggested that the Community members examine the SEARs for the proposal and other important information at: http://majorprojects.planning.nsw.gov.au/index.pl?action=view_job&job_id=9487
5. Community Consultative	<ul style="list-style-type: none"> The Chair outlined the role of the CCC and highlighted the Community Consultative Committee Guidelines. He reinforced Mr Scott's earlier comments regarding the



<p>Committee (CCC) Functions</p>	<p>important role that Sub-committee members have in community interaction with the proponent.</p> <ul style="list-style-type: none"> • The Chair outlined the contents of the guidelines regarding the attendance of observers, having particular regard to members of the general community. Mr Silver indicated that the Sub-committee had several options as to how it may wish to manage the attendance of observers. • Mr Silver noted that prior to the Gilgandra Sub-committee meeting there had been a request that members of the community attend as observers. • Mr Silver suggested that the Sub-committee may wish to consider observer access for specific presentations or only components of a meeting or for the whole meeting. • Elizabeth Tomlinson urged some caution regarding the attendance of observers given her experience with other CCCs. • There was general agreement that members of the community may attend Sub-committee meetings as observers, subject to prior knowledge and agreement of the Sub-committee members. A request to attend a Sub-committee meeting as an observer may be made directly to the Chair, or through a Committee member who shall advise the Chair prior to the meeting. The Chair shall then seek the concurrence of the Sub-committee to confirm the attendance of the observer.
<p>6. Proponent's Report</p>	<p><i>Scott Divers, Kyle-James Giggacher, Matthew Errington and Helena Orel from ARTC presented the Proponent's Report (see the Inland Rail website, N2N page)</i></p> <p>General Overview</p> <ul style="list-style-type: none"> • Scott Divers opened the presentation and provided an overview of the project. • Mr Divers advised that the project is at the Feasibility Design stage with engineering and environmental site investigations, preparation of a reference design feasibility and EIS, being undertaken by Jacobs-GHD Joint Venture. • He highlighted that the 307 kilometres long greenfield study area will be narrowed to approximately 100 to 150 metres wide corridor (or focus are of investigations) over the next five months. This will involve one on one discussion with approximately 180 directly impacted landholders. • It is anticipated that the EIS will be 70% completed by around September 2019 with the design finalised by mid-2019. Lodgement of the EIS to DPE for Adequacy Review is expected in early Quarter 4 2019, with Public Exhibition in 2020. • Mr Divers advised that expressions of interest had been invited from landholders for potential sites for material borrow pits (MBPs) from which to source suitable material during construction. Expression of Interests close 25 January 2019. Materials will need to meet specific requirements. • Approval for the development and use of the MBPs would be sought within the Inland Rail N2N EIS and would only be valid for the term of construction of the Inland Rail project. Continued operation of the MBPs beyond the project would require a separate development consent from the local Council. • In response to several questions on refinement of the route to 100-150 metres, Mr Divers advised it will be based on Service Offering/Cost/Multi Criteria Analysis (MCA). He indicated that the focus is on operability with train movement time of 24 hours between Melbourne and Sydney critical. It can be expected that the final rail corridor will be 40-60 metres in width and will allow for inclusion of control apparatus, passing loops, access roads as well as the rail line. • In respect of fencing of the corridor, it will be subject to the ARTC standard design. It was



agreed that ARTC should provide some images of typical rail corridor fencing currently used to the next meeting of the Sub-committee.

- Operational reliability and efficiency of the route is vital – straight and flat. This will be achieved through a Train Management System based on GPS technology to determine the ground position of trains, permitting train movements to be closer together on the route. The overall line speed of trains will depend on the product being freighted – greenfield line speed will be 115 km/hr whilst brownfield line speeds may be lower depending on the line condition.
- There will be seven passing loops on the N2N project. The number of trains on the line in any 24 hours period depends on demand. The business case provided for up to 8 trains between Melbourne and Brisbane.
- Mr Divers indicated that flooding issues will be addressed in the hydrology and flooding study. Detail on the flood modelling would be available in March 2019 with a presentation to be made by the hydrologist to the Sub-committee.

Engineering

- Kyle-James Giggacher provided a presentation on the engineering field investigations already underway and planned to commence shortly.
- Mr Giggacher advised that geotechnical investigations, hydrological surveys, topographical surveys and flood risk analysis had commenced.
- Thirty piezometers will monitor groundwater and surface water and groundwater data will be collected.
- He also noted that the utilities risk assessment has commenced, and assessment of the road/rail interface with approximately 120 rail crossings to be built along the proposed alignment. Location and standard of rail crossings will be assessed using the Australian Level Crossing Assessment Model (ALCAM). It is an assessment tool used to identify key potential risks at level crossings and support the decision-making process for both road and pedestrian level crossings and to help determine the most cost-effective treatments.
- Elizabeth Tomlinson highlighted the impact of the harvest period on the road network. In response, Mr Giggacher advised that traffic counts and liaison with local Councils and landholders would occur to fully understand what occurs on local road networks.
- Mr Giggacher also advised that discussions had commenced with the Roads and Maritime Services (RMS) regarding how grade separations of the rail/road interface would be addressed in the design.
- Mr Giggacher also confirmed that the assessment work now focussed on ground truthing information where access is available.

Environmental Assessment

- Matthew Errington provided an outline on progress of the EIS. He advised that the majority of studies had commenced – assessment of the Pilliga and the Cultural Heritage studies will start shortly.
- Surface and groundwater – piezometers installed, and surface water survey commenced. Primary consideration is not to worsen water quality as a consequence of the project.
- Noise and vibration – noise loggers have been installed to establish background noise levels. Cindy Neil requested advice on where loggers are located. ARTC to provide a map of noise logger location at the next CCC meeting.
- Landscape and Visual – advised that assessment would establish representative viewpoints to assess potential visual impacts of alignment.
- Mr Errington advised that the SEARs had been reissued with the inclusion of requirements



- to assess the project as a controlled action under the EPBC Act in order to address matters of national environmental significance. The Commonwealth considers that the project will significantly impact on listed threatened species and ecological communities.
- Mr Errington highlighted the need for the community to be informed of the content and requirements of the SEARs for the project. The Chair indicated he would send a link to committee members.
 - In terms of biodiversity assessment methodology, Mr Errington noted that the proponent did not have access to some private property in the study area and consequently can't ground truth all areas of ecological interest. He also highlighted the implications of the drought on the biodiversity assessment. He advised that ARTC is working with the NSW Office of Environment and Heritage (OEH) in the development of a suitable biodiversity assessment methodology (including dry condition benchmarks) to satisfy regulatory requirements.
 - In terms of the Aboriginal Heritage assessment, 22 Register Aboriginal Participants (RAPs) have registered for involvement.

Chair's note: ARTC now advise that around 30 RAPs have been appointed for the project (including Local Aboriginal Land Council's and Native Title Claimants). A detailed field survey methodology will be prepared for review by the RAP followed by their involvement in field investigations.

Communications

- Helena Orel provided an overview on the project's consultation history.
- Ms Orel advised that from late February and over the following four to six months ARTC will meet directly with approximately 180 landholders along the proposed alignment regarding narrowing of the study area to a 100 to 150 metres wide corridor (or focused area of investigation) and to discuss potential impact, mitigation measures and acquisition matters.
- A property consultant will be part of ARTC's team with the offer of an agronomist to provide initial advice to landholders at ARTC's cost. There is no obligation to meet with ARTC – schedule for meetings has not been confirmed.
- Elizabeth Tomlinson suggested consultants should work with landholders regarding cell grazing (rotational grazing).
- New Inland Rail offices are proposed to be opened in Narromine and Narrabri.
- Ms Orel indicated that Inland Rail is still recruiting staff, with CCC members encouraged to advise the community of employment opportunities. The N2N community and engagement team is proposing to increase staff numbers.
- Ms Orel also indicated there will be a strong focus on social performance and management of impacts moving forward. This will focus on Workforce Management, Indigenous Participation, Housing & Accommodation, Health & Community and Community Stakeholder Engagement.
- Ms Orel also highlighted recent economic benefits from the commencement of the Inland Rail Tail Parks to Narromine (P2N) project with 65 people from INLINK now residing in Parkes. She advised ARTC was conscious of the implications and the pressure on local accommodation due to the construction workforce and advised that ARTC would explore workforce accommodation options in conjunction with local Council's and hoteliers.
- In response to questions on timing of the study area narrowing process, Helena Orel provided more detail on the consultation process with landholders. One on one discussion will commence from late February/early March 2019, starting in the Gilgandra area and



	<p>moving outwards to the north and south. It is anticipated that consultation in the area south of Narrabri will be undertaken in May/June 2019. Ms Orel also indicated that an email and letterbox drop will be made to landholders, advising the status of the study area narrowing process.</p> <ul style="list-style-type: none"> • Mr Divers mentioned that ARTC will request landholders to complete a questionnaire to detail how they operate their property and assist in refining the design and where possible mitigate impacts of the corridor and rail alignment on their operations. He added that landholders will be provided with a design option over their property with a technical advisory officer made available to provide detailed responses to questions. • Cr Campbell sought information on how business and employment opportunities can be sourced by those in the communities along the corridor. ARTC to provide links to website to CCC members regarding business and employment opportunities. • Leanne Ryan questioned how business in small centres could become involved in the project. Ms Orel advised that consideration was being given to a workshop for smaller centres, possibly in Baradine. She indicated she would explore this possibility further with the Department of Infrastructure Regional Development & Cities.
<p>7. Actions required</p>	<ol style="list-style-type: none"> 1. That ARTC deliver a report and presentation from its hydrologist on the flood modelling for the project to the March 2019 meeting of the Sub-committee. 2. That the Chair to forward the link to the SEARs to Sub-committee members with distribution of the meeting minutes. 3. That ARTC table details of typical corridor fencing to the March 2019 meeting of the CCC 4. That ARTC table a map detailing the location of noise loggers to the March 2019 meetings of the CCC. 5. That ARTC provide links to its website to CCC members regarding business and employment opportunities.
<p>8. Other Agenda Items</p>	<p>Members' questions on matters specific to project</p> <p>1. Freight Operation and Benefits</p> <ul style="list-style-type: none"> • What are the primary factors that drive rail freight rates, eg loading time, axle weights, speed, train length and bulk vs container freight? • On completion of the inland rail, what will be the various distances from grain receipt centres to various ports, eg Coonamble to Port Kembla and Baradine to the Port of Newcastle? • What will be the potential grain freight rates from local siloes to various ports when the inland rail is completed? • Will the Port of Newcastle receive containers in the future? • Is the grain terminal at the Port of Newcastle going to be upgraded to receive longer trains? • Does or will the Port of Brisbane have train access for bulk or container grain? <p>.</p> <ul style="list-style-type: none"> ○ Ms Orel provided a verbal over view of ARTC's response to the questions and a written response will be distributed with the minutes (<i>see the Inland Rail website, N2N page</i>).



- Bruce Brierly enquired how axel weight can be doubled. It was agreed that Michael Clancy (ARTC Business Development Manager) be invited to address a future meeting of the CCC.

2. Flooding issues

- Adequacy of flood mitigation along alignment
- Danger of diversion of floodwater from normal flow paths. (implications for landholders and local economy, towns and communities)
- Erosion risks
- Noted that the flooding issues and flood risks were considered earlier in the meeting.
- In one on one discussion with landholders information on historical rainfall will be obtained.
- Elizabeth Tomlinson questioned what compensation will be available if flooding negatively impacts a property post the construction of the railway. Ms Tomlinson also took issue with the predictability of rainfall intensity based on historical data, making the point that significant falls may occur in remote locations away from recording stations.
- Cindy Neil enquired about the proposed design of the rail line across the floodplain from the west to the north of Narrabri and will that design be modelled in the flood modelling? Mr Giggacher advised that a viaduct was the most likely engineering solution and that issues of flood impact were best answered by the hydrologist however flood impact depends on the source of water flow which can be addressed through catchment modelling.
- ARTC will make a presentation on the flood Modelling at the March 2019 meetings of the CCC.

3. Access and amenity of landholders

- Access to land for stock, machinery and heavy high transport to properties
- TSR access and maintenance
- Disruption during construction phase
- Scott Divers advised that access management issues will be resolved collaboratively with landholders by assessing land uses and practices to ascertain where rail crossings should be located. Mr Divers indicated that it will be a negotiated process in order to satisfy landholder needs, however there will be instances where design requirements specify areas of land not suitable for a level crossing (i.e. inadequate approach sighting distance)
- TSR access issues will be discussed and negotiated with the Crown and NSW Local Land Services. Access for stock movements will be maintained where needed.
- A range of specific Management Plans will be prepared for the construction phase to manage and mitigate potential impacts and disruption.

4. Cultural Impacts

- Impact on burial sites and other culturally significant places
- It was noted that ARTC had established a group of RAPs as part of the statutory Aboriginal cultural heritage consultation. The RAPs will be involved in the Aboriginal heritage field investigation and assessment.



5. Communications

- What is the protocol to engage with landholders?
- Helena Orel advised that an access protocol has been established by ARTC given some issues with sub-contractors accessing properties. The problem is being addressed with a greenlight/red light process in place to track when access occurs and is completed.
- Ms Orel also advised that communication and interaction with landholders had improved.
- Elizabeth Tomlinson commented that she had received positive feedback on recent interactions between ARTC and landholders.
- The Chair advised that Gilgandra Shire Council are proposing to conduct landholder workshops on the NSW Land Acquisition (Just Terms) Compensation Act 1991 utilising the services of a senior barrister in property law, tentatively scheduled for February/March 2019.

6. Local Government and Community Impacts

- Impacts on local road networks – how are landholders and Councils being engaged on this issue.
- Establishment of resource quarries and provision of resource material – how is this being addressed? What assessment and consent processes will be required? Does inclusion of resource quarries require a modification to the project application?
- Implications on local planning provisions – subdivision standards, residual lots, dwelling entitlements – what is the approach to these issues?
- Construction Camps/Accommodation – where will these be located? What is the consultation process for location of these camps?
- Voluntary Planning Agreements – agreements with Council to mitigate development impacts. Is this proposed?
- Scott Divers advised discussions are progression with local government authorities regarding impacts on local roads, particularly during the construction phase. The implications for local roads during the grain harvest period is also a consideration with ongoing discussions with local councils. ARTC will identify potential construction/haulage roads, discuss potential impacts with council's and undertake dilapidation assessments before construction work starts and return roads to initial condition upon completion of works.
- Mr Divers advised that approval for potential borrow pit sites for construction material will be sought as part of the EIS for the project. The approval will only relate to the Inland Rail Project. Subsequent operation of a quarry, post the Inland Rail project, will require a separate approval.
- ARTC took on notice the implications for local planning provisions as a consequence of the development. The DPE will provide some initial advice to ARTC and local councils. The implications for rural lots with particular regard to the minimum lot size was noted. In terms of residual lots as a result of subdivisions created by the rail corridor alignment, the DPE will discuss with ARTC a residual land management framework for inclusion in the EIS.
- Mr Divers advised that evaluation of possible locations for construction workforce accommodation camps was occurring in the Narromine, Gilgandra, Warrumbungle



and Narrabri LGAs in consultation with local councils.

- State Significant Infrastructure declarations does not allow for Voluntary Planning Agreements with councils.

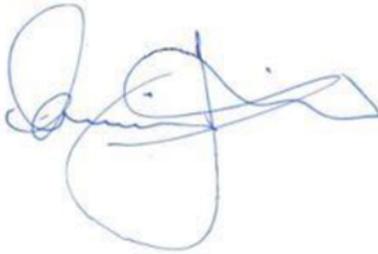
7. Warrumbungle Shire Council

- Buy up of land by ARTC in the Baradine district
- Proposed Workers Camp at Baradine
- Passing lane off Kenebri Road
- Cr Todd further explained the items on the agenda.
- Scott Divers advised that he had no information regarding any land acquisition matters in Baradine. Cr Todd enquired what processes would be involve in respect of land acquisition? Mr Divers indicated it would be by private treaty or under the compulsory acquisition process.
- Mr Divers said the location of construction workforce accommodation camps was still be investigated.
- In terms of any upgrades on public roads, this will be assessed as part of the EIS process.

8. Pilliga Forest

- What State and Federal Environmental Impact Statements are required for the leg through the Pilliga State Forests? Do these differ from those on private land? What has already been prepared for this section?
- Given the existence of endangered species in the Pilliga, what are the requirements of the project under the EPBC Act? Are there plans to address these issues?
- Mr Errington advised that the approach to the biodiversity assessments would be the same along the alignment. The requirements of the controlled action under the EPBC Act to address matters of national environmental significance will be applied as advised earlier in the meeting.
- Jane Judd sought further information on the extent of the threatened ecological communities called up in the controlled action. Mr Errington advised that the following six ecological communities were considered to be significantly impacted:
 - Coolibah - Black Box Woodland of the Darling Riverine Plains and the Brigalow Belt South Bioregions – endangered
 - Brigalow (Acacia harpophylla dominant and co-dominant) – endangered
 - Grey Box (Eucalyptus microcarpa) Grassy Woodlands and Derived Native Grasslands of South-eastern Australia (Grey Box Woodlands) – endangered
 - Natural grasslands on basalt and fine-textured alluvial plains of northern NSW and southern QLD – critically endangered
 - Weeping Myall Woodlands – endangered
 - White Box- Yellow Box- Blakely's Red Gum Grassy Woodland and Derived Native Grassland (Box Gum Woodland) – critically endangered.
- Elizabeth Tomlinson enquired as to the implications of a major fire in the Pilliga Forest would have on rail operations and how this risk issue will be managed. ARTC will advise processes to deal with this risk at the next CCC meeting.



	<ul style="list-style-type: none"> o Cr Denis Todd sought advice on how the trees to be removed in the Pilliga will be disposed of. He highlighted a previous clearing that saw the trees pulped. Cr Todd suggested that a better environmental outcome needed to be achieved in this instance. Mr Errington noted the concerns and indicated this would be considered as part of the waste management strategies in the EIS.
<p>9. Action Required</p>	<ol style="list-style-type: none"> 1. That Michael Clancy of ARTC be invited to present to the CCC on future freight operation matters associated with the Inland Rail project. 2. That ARTC provide advice to the next CCC meeting as to the risk management processes to be applied for operation of the Inland Rail should a major fire occur in the Pilliga Forest.
<p>10. General business</p>	<ul style="list-style-type: none"> • Hazardous Material Management – Leanne Ryan questioned how hazardous materials will be managed during the operation of the Inland Rail. ARTC will advise the protocols/legislation.
<p>11. Action Required</p>	<ol style="list-style-type: none"> 1. That ARTC advise protocols/legislation in respect of freighting hazardous materials on the Inland Rail at the next CCC meeting.
<p>Next meeting: Wednesday, 20 March 2019 at Baradine. Meeting closed: 3.55 pm. The Chair thanked all for their attendance</p>	
<p>12. Meeting minutes approved</p>	<div style="text-align: center;">  </div> <p>Michael J. Silver OAM Independent Chair 17 February 2019</p>

12.5 ADVISORY COMMITTEE MEMBERSHIP

File Number: 435489
Responsible Officer: Stewart Todd, General Manager
Author: Stewart Todd, General Manager
Attachments: Nil

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting
Strategy 4.4.2 Ensure effective and sound local governance practice

EXECUTIVE SUMMARY

On a number of recent occasions Council Advisory Committee Meetings have been close to not establishing a quorum. Council utilises an Advisory Committee structure to ensure efficient and effective governance frameworks exist that support Council decision making.

It is recommended to assist in avoiding not establishing a quorum into the future that the Councillor membership be increased by one (1) for Council Advisory Committee Meetings.

RECOMMENDATION

- 1. That Council expand the membership of Council Advisory Committees to include an additional Councillor member.**
- 2. That Council amend the Terms of Reference of Advisory Committees to reflect the additional Councillor Representatives, as required.**

BACKGROUND

Council establishes a Committee structure to ensure efficient and effective governance frameworks exist that support Council decision making.

On a number of recent occasions Council Advisory Committee Meetings have been close to not making a quorum. It should be noted that all meetings have proceeded with an appropriate quorum.

CURRENT SITUATION

It is proposed, that to avoid the potential of a Council Advisory Committee Meeting failing to occur due to the lack of a quorum, that the number of Councillor representatives be increased by one (1), where applicable.

Committee	Type of Committee	Councillor Representative
Access and Inclusion Advisory Committee	Advisory	Cr Loder Cr Staines
China Engagement Advisory Committee	Advisory	Cr Redding (as Mayor)
Crime Prevention Advisory Committee	Advisory	Cr Loder Cr Kneale
Floodplain Management Advisory Committee	Advisory	Cr Kneale Cr Booby
Narrabri Airport Advisory Committee	Advisory	Cr Staines Cr McMahon
Saleyards Advisory Committee	Advisory	Cr Staines Cr Booby
The Crossing Theatre Advisory Committee	Advisory	Cr Kneale Cr Loder
Youth Centre Advisory Committee	Advisory	Cr Finlay Cr Redding

The above outlines the current membership of Councillors to Council Advisory Committees.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

If the number of Councillors representatives on Council Advisory Committees is changed, there will need to be amendments made to the Advisory Committee Terms of Reference.

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Councillors.

12.6 ACCEPTANCE OF TENDERS UNDER DELEGATION – DECEMBER 2018

File Number: 436295

Responsible Officer: Stewart Todd, General Manager

Author: Carlie Lawty, Contracts and Systems Officer

Attachments: Nil

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

EXECUTIVE SUMMARY

Council has conditionally delegated to the General Manager the ability to determine tenders.

One of the conditions was that a cyclic quarterly report be provided to Council outlining the tenders that have been determined under the delegation.

For this reporting period three (3) tenders have been determined under delegation.

RECOMMENDATION

That Council note the determination of tenders under delegation for the period to December 2018.

BACKGROUND**Local Government Amendment (Governance and Planning) Act 2016**

[Section 377](#) of the *Local Government Act 1993* (“the LG Act”) provides for a council to delegate functions to the general manager. Prior to the *Local Government Amendment (Governance and Planning) Act 2016*; acceptance of tenders was a function that a council could not delegate.

The LG Act now enables a council to delegate the determination of tenders as long as the tender does not provide services currently provided by members of staff of a council.

CURRENT SITUATION

Council has delegated to the General Manager the ability to determine tenders, under the following conditions:

1. That the tender not be in excess of a total of \$1,500,000 (ex GST); and
2. That a cyclic report be submitted to Council on a three (3) monthly basis with information relating to tenders determined under the delegation.

The table below outlines the tenders determined under delegation for the reporting period:

Tender/Contract Description		Successful Tenderer	No. of Tenders (Local Tenders)	Tender Price (ex GST)
1.	Contract 2018-19/10 – Narrabri Landfill and Airport Fence Project	Vietrillion Pty Ltd ATF Mount Charlotte Trust	8 (0)	\$387,933.51
2.	Contract 2018-19/11 – Doctors Creek Sewer Diversion Project	Chiverton Estate Pty Ltd t/as Thompsons Irrifab	5 (0)	\$555,688.02
3.	Contract 2018-19/12 – Narrabri Animal Pound Project	Determined not to accept any tenders	1 (0)	N/A

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Council previously conditionally delegated to the General Manager the ability to determine tenders. The conditions placed on the delegation were:

1. *The authority to determine tenders involving a total of receipts or expenditures not in excess of a total of \$1,500,000 (ex GST) and in accordance with the Local Government Act, as amended; and*
2. *That a cyclic report be submitted to Council on a three (3) monthly basis with information relating to these tenders.*

This report fulfils the second condition of the delegation.

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Tender Panel.

12.7 INVESTMENT REPORT - DECEMBER 2018**File Number:** 440299**Responsible Officer:** Lindsay Mason, Director Corporate Services**Author:** Luke Meppem, Senior Finance Officer**Attachments:** Nil**DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.3 Report in a clear, concise manner that is easily understood

EXECUTIVE SUMMARY

Council is required to consider a report on its investments in accordance with clause 212 of the *Local Government (General) Regulation 2005*.

During the month:

- Three (3) investments matured, totalling \$6 million.
- Three (3) new investments were placed, totalling \$6 million.

Council's Responsible Accounting Officer has certified that Council's investments are in accordance with requirements.

RECOMMENDATION

That Council note the Investment Report for December 2018.

BACKGROUND

Council is required to consider a report on its investments in accordance with [clause 212](#) of the *Local Government (General) Regulation 2005*.

CURRENT SITUATION

The following is a summary of investment movements for December 2018:

Investments maturing during the month:

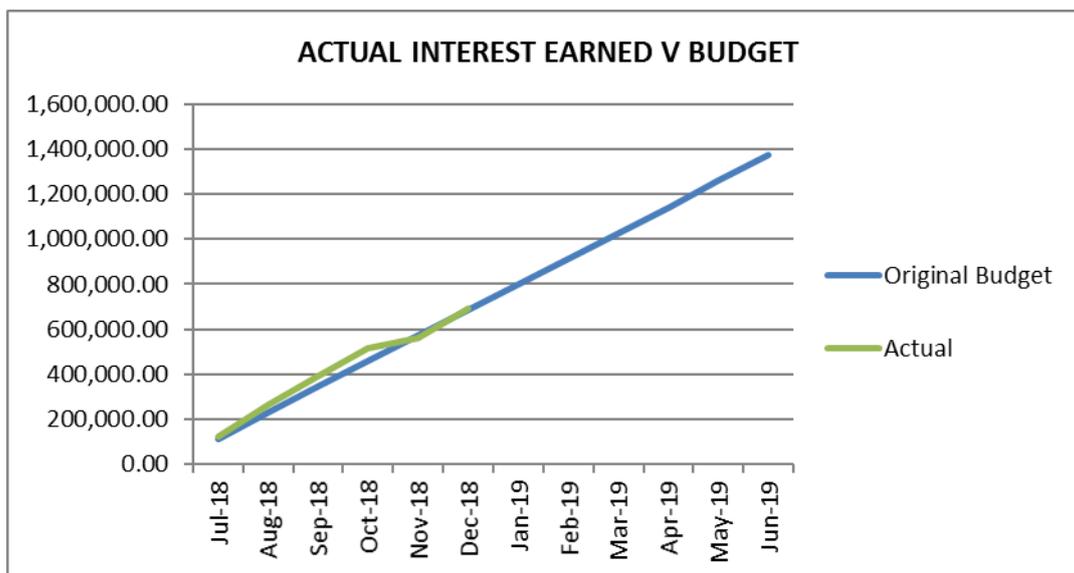
- | | | | |
|--------------|--------------|-------------|------------------|
| • 05/12/2018 | Rural Bank | \$2,000,000 | 187 days @ 2.80% |
| • 06/12/2018 | Defence Bank | \$3,000,000 | 365 days @ 2.70% |
| • 19/12/2018 | MyState Bank | \$1,000,000 | 180 days @ 2.83% |

New investments secured during the month:

- | | | | |
|--------------|--------------|-------------|------------------|
| • 04/12/2018 | Auswide Bank | \$2,000,000 | 183 days @ 2.80% |
| • 05/12/2018 | BOQ | \$2,000,000 | 182 days @ 2.78% |
| • 06/12/2018 | Defence Bank | \$2,000,000 | 279 days @ 2.80% |

	Market Value (\$)	Term (days)	Rate	Maturity Date	% of Portfolio
Short Term Deposits (<1 yr)	54,000,000.00				96.39%
MyState Bank	2,000,000.00	218	2.83%	09/01/19	3.57%
ME Bank	1,000,000.00	183	2.75%	29/01/19	1.79%
CUA	1,000,000.00	274	2.80%	30/01/19	1.79%
Rural Bank	1,000,000.00	280	2.80%	13/02/19	1.79%
CUA	3,000,000.00	364	2.67%	20/02/19	5.36%
AMP	2,000,000.00	279	2.75%	20/02/19	3.57%
BOQ	2,000,000.00	182	2.73%	06/03/19	3.57%
BOQ	2,000,000.00	182	2.73%	06/03/19	3.57%
AMP	3,000,000.00	181	2.80%	19/03/19	5.36%
BOQ	2,000,000.00	211	2.73%	20/03/19	3.57%
BOQ	1,000,000.00	210	2.73%	27/03/19	1.79%
Auswide Bank	3,000,000.00	181	2.78%	08/04/19	5.36%
ME Bank	1,000,000.00	154	2.70%	17/04/19	1.79%
Auswide Bank	2,000,000.00	181	2.73%	08/05/19	3.57%
BOQ	1,000,000.00	182	2.73%	22/05/19	1.79%
BOQ	1,000,000.00	180	2.73%	29/05/19	1.79%
Auswide Bank	2,000,000.00	183	2.80%	05/06/19	3.57%
BOQ	2,000,000.00	182	2.78%	05/06/19	3.57%
Rural Bank	2,000,000.00	364	2.91%	21/06/19	3.57%
ME Bank	3,000,000.00	364	2.73%	28/08/19	5.36%
ME Bank	2,000,000.00	364	2.73%	04/09/19	3.57%
Defence Bank	2,000,000.00	279	2.80%	11/09/19	3.57%
NAB	3,000,000.00	369	2.75%	16/10/19	5.36%
MyState Bank	3,000,000.00	363	2.80%	06/11/19	5.36%
Defence Bank	3,000,000.00	364	2.85%	13/11/19	5.36%
NAB	4,000,000.00	369	2.80%	04/12/19	7.14%
Cash Deposits	2,019,869.81				3.61%
NAB At Call A/c	1,000,000.00	At Call	1.65%	n/a	1.79%
NAB Working A/c	1,019,869.81	At Call	1.25%	n/a	1.82%
Total Cash & Investments	56,019,869.81				100.00%

Please note that movements within the Bank Account will be provided in the January report for the November to January period.



Investment Rate Summary for December 2018

Average Interest Rate on Investments:	2.73%
Weighted Average Interest Rate on Investments	2.75%

Council’s Benchmarks

Bank Bill Swap Rate (BBSW) 90 day index (07/01/2019) ¹	2.06%
Average 11am Cash Rate	1.50%

FINANCIAL IMPLICATIONS

The interest income for the month:

General Fund	\$45,995
Externally Restricted Funds	\$25,000
Water Fund	\$37,438
Sewer Fund	\$23,533
Total Interest Income	\$131,966

STATUTORY AND POLICY IMPLICATIONS

[Clause 212](#) of the *Local Government (General) Regulation 2005* requires Council’s Responsible Accounting Officer to provide a monthly report setting out the details of all money that the Council has invested under [section 625](#) of the *Local Government Act 1993*.

It is certified that Council’s investments have been made in accordance with:

- *Local Government Act 1993*.
- *Local Government (General) Regulation 2005*.
- Ministerial Investment Order dated 12 January 2011.
- Council’s Investment Policy dated 15 August 2017.

¹ Source: www.asx.com.au

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Responsible Accounting Officer.

12.8 INVESTMENT REPORT - JANUARY 2019**File Number:** 440164**Responsible Officer:** Lindsay Mason, Director Corporate Services**Author:** Luke Meppem, Senior Finance Officer**Attachments:** Nil**DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.3 Report in a clear, concise manner that is easily understood

EXECUTIVE SUMMARY

Council is required to consider a report on its investments in accordance with clause 212 of the *Local Government (General) Regulation 2005*.

During the month:

- Three (3) investments matured, totalling \$4 million.
- Zero (0) new investments were placed.

Council's Responsible Accounting Officer has certified that Council's investments are in accordance with requirements.

RECOMMENDATION

That Council note the Investment Report for January 2019.

BACKGROUND

Council is required to consider a report on its investments in accordance with [clause 212](#) of the *Local Government (General) Regulation 2005*.

CURRENT SITUATION

The following is a summary of investment movements for January 2019:

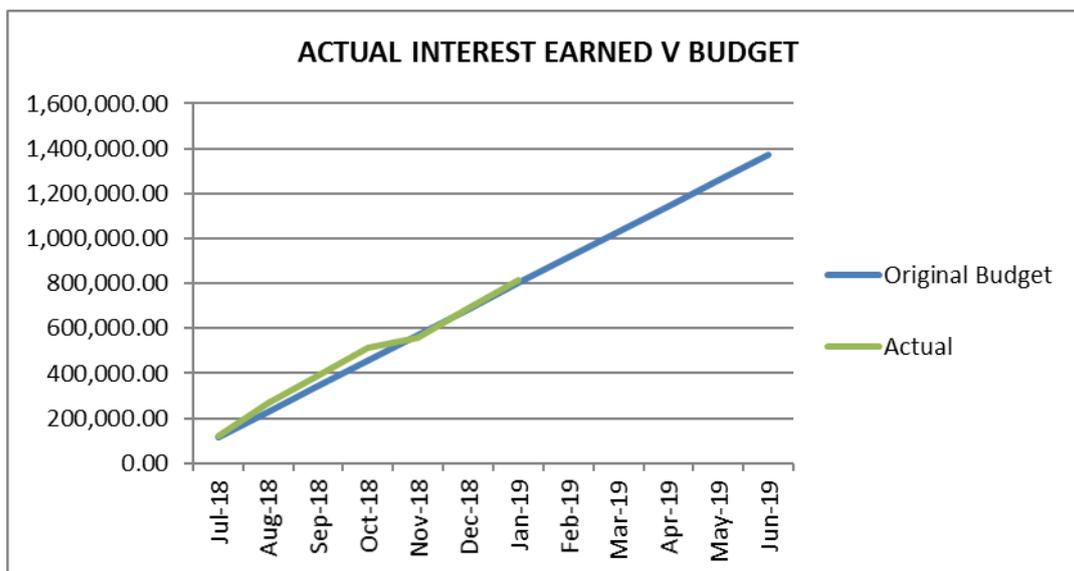
Investments maturing during the month:

- | | | | |
|--------------|--------------|-------------|------------------|
| • 09/01/2019 | MyState Bank | \$2,000,000 | 218 days @ 2.83% |
| • 29/01/2019 | ME Bank | \$1,000,000 | 183 days @ 2.75% |
| • 30/01/2019 | CUA | \$1,000,000 | 274 days @ 2.80% |

	Market Value (\$)	Term (days)	Rate	Maturity Date	% of Portfolio
Short Term Deposits (<1 yr)	50,000,000.00				94.74%
Rural Bank	1,000,000.00	280	2.80%	13/02/19	1.89%
CUA	3,000,000.00	364	2.67%	20/02/19	5.68%
AMP	2,000,000.00	279	2.75%	20/02/19	3.79%
BOQ	2,000,000.00	182	2.73%	06/03/19	3.79%
BOQ	2,000,000.00	182	2.73%	06/03/19	3.79%
AMP	3,000,000.00	181	2.80%	19/03/19	5.68%
BOQ	2,000,000.00	211	2.73%	20/03/19	3.79%
BOQ	1,000,000.00	210	2.73%	27/03/19	1.89%
Auswide Bank	3,000,000.00	181	2.78%	08/04/19	5.68%
ME Bank	1,000,000.00	154	2.70%	17/04/19	1.89%
Auswide Bank	2,000,000.00	181	2.73%	08/05/19	3.79%
BOQ	1,000,000.00	182	2.73%	22/05/19	1.89%
BOQ	1,000,000.00	180	2.73%	29/05/19	1.89%
Auswide Bank	2,000,000.00	183	2.80%	05/06/19	3.79%
BOQ	2,000,000.00	182	2.78%	05/06/19	3.79%
Rural Bank	2,000,000.00	364	2.91%	21/06/19	3.79%
ME Bank	3,000,000.00	364	2.73%	28/08/19	5.68%
ME Bank	2,000,000.00	364	2.73%	04/09/19	3.79%
Defence Bank	2,000,000.00	279	2.80%	11/09/19	3.79%
NAB	3,000,000.00	369	2.75%	16/10/19	5.68%
MyState Bank	3,000,000.00	363	2.80%	06/11/19	5.68%
Defence Bank	3,000,000.00	364	2.85%	13/11/19	5.68%
NAB	4,000,000.00	369	2.80%	04/12/19	7.58%
Cash Deposits	2,778,535.68				5.26%
NAB At Call A/c	1,500,000.00	At Call	1.65%	n/a	2.84%
NAB Working A/c	1,278,535.68	At Call	1.25%	n/a	2.42%
Total Cash & Investments	52,778,535.68				100.00%

Movements within Bank account for the reporting period (\$)

Cash Book balance at 30 November 2018	3,256,162.53
Plus Receipts	18,354,975.04
Less Payments	-18,016,680.38
Cash Book balance at 31 January 2019	3,594,457.19
Less Outstanding Deposits	-2,377,367.89
Plus Unpresented Payments	61,446.38
Bank balance at 31 January 2019	1,278,535.68



Investment Rate Summary for January 2019

Average Interest Rate on Investments:	2.73%
Weighted Average Interest Rate on Investments	2.74%

Council’s Benchmarks

Bank Bill Swap Rate (BBSW) 90 day index (01/02/2019) ²	2.05%
Average 11am Cash Rate	1.50%

FINANCIAL IMPLICATIONS

The interest income for the month:

General Fund	\$43,070
Externally Restricted Funds	\$25,000
Water Fund	\$35,220
Sewer Fund	\$22,138
Total Interest Income	\$125,428

STATUTORY AND POLICY IMPLICATIONS

[Clause 212](#) of the *Local Government (General) Regulation 2005* requires Council’s Responsible Accounting Officer to provide a monthly report setting out the details of all money that the Council has invested under [section 625](#) of the *Local Government Act 1993*.

It is certified that Council’s investments have been made in accordance with:

- *Local Government Act 1993*.
- *Local Government (General) Regulation 2005*.
- Ministerial Investment Order dated 12 January 2011.
- Council’s Investment Policy dated 15 August 2017.

² Source: www.asx.com.au

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Responsible Accounting Officer.

12.9 SINGLE PROPERTY - AMENDMENT TO LOCAL GOVERNMENT BOUNDARY**File Number:** 433969**Responsible Officer:** Lindsay Mason, Director Corporate Services**Author:** Tim McClellan, Financial Services Manager**Attachments:**

1. Advice from Office of Local Government  
2. Boundary Map No. 1  
3. Boundary Map No. 2  

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

Strategy 4.1.1 Provide customer service excellence that is responsive to community needs

EXECUTIVE SUMMARY

A ratepayer has requested Council pursue a local government area boundary change to allow them to amalgamate their property assessments under one local government authority. The land area in question is only 1.325ha and is currently rated in the Moree Plains Shire. This is considered only a minor adjustment and Moree Plains Shire Council have initially indicated that they would have no objection.

RECOMMENDATION**That Council:**

1. Support the proposed boundary change.
2. Seek a Council resolution from Moree Plains Shire Council that also supports the boundary change.
3. Authorise making a joint proposal to the Minister for Local Government and His Excellency the Governor of New South Wales.
4. Request a provision for the payment of any outstanding rates and charges to be included in a proclamation to affect the boundary change.

BACKGROUND

The ratepayer purchased a closed road (lots 6 & 7, DP 1188719) from the Crown in December 2013 (AI299493). In 2014, they elected to have their properties amalgamated for rating purposes, but were left with a small portion (part of lot 6, DP 1188719) located in the Moree Plains Shire.

The ratepayer contacted Council after having received a rates notice from Moree Plains Shire Council for the portion of lot 6 DP 1188719 requesting this portion be amalgamated with the balance of their assessment.

CURRENT SITUATION

Section 263(3) of the *Local Government Act 1993* addresses matters that are referred to the Boundaries Commission for determination.

In this situation, it is considered, that only part 3(a) needs to be addressed: i.e. “the financial advantages or disadvantages of any relevant proposal to the residents and ratepayers of the areas concerned”. As the area discussed is a small area and only affects one ratepayer, it is negligible.

There will be minimal impact to Moree Plains Shire Council’s rating base.

FINANCIAL IMPLICATIONS

Minimal, as the area requested for realignment into Narrabri Shire Council is only 1.325ha, there will be minimal impact financially to Narrabri Shire Council.

STATUTORY AND POLICY IMPLICATIONS

Under sections 215, 216 and 217 of the *Local Government Act 1993*, there needs to be a proposal made to the Minister of Local Government by a council affected. If the Minister proceeds with the proposal, 28 days public notice shall be given, where an affected council or an affected elector may make representations concerning the proposal. The Minister must consider all representations made.

There are no implications with current Council policy.

CONSULTATION**External Consultation**

- The ratepayer concerned
- Moree Plains Shire Council
- Office of Local Government

Internal Consultation

- Finance Officer Rates

Doc ID: A630774
Contact: Susan Hartley

Ms Judy Mealing
Finance Officer – Rates
Narrabri Shire Council

Dear Ms Mealing

Thank you for your email of 5 December 2018 about a request from a land owner to Narrabri Shire Council seeking a minor boundary change to the local government areas of Narrabri and Moree Plains. I understand the land own has made this requested a boundary change as a result of the closure and purchase of a former Crown Road. I am pleased to provide you with the following information local government boundary changes that I hope is of assistance to you.

Under the *Local Government Act 1993* (LG Act) for a boundary change proposal to be valid, it must be made by either, the Minister for Local Government, by one or more of the affected councils, or by the appropriate minimum number of electors. Under the LG Act local government boundaries are altered, on the recommendation of the Minister for Local Government, by way of a Proclamation made by His Excellency the Governor.

In those circumstances, Narrabri Shire Council may wish to contact Moore Plains Shire Council about this land owner's request for a boundary change. If both Councils support this minor boundary change, they can submit a joint proposal to the Office of Local Government (OLG). A proposal to change local government boundaries should be submitted to OLG with the following information:-

- A resolution from both Councils supporting the boundary change and specifically authorising making an application to the Minister and the Governor.
- Confirmation about whether the Councils require a provision for the payment of any outstanding rates and charges to be included in a proclamation to affect the boundary change.
- A map of sufficient quality that clearly identifies the existing and proposed local government boundaries.

Upon receipt of a valid proposal for a boundary change, the Minister must decide whether to refer the proposal to the Chief Executive at OLG or to the NSW Local Government Boundaries Commission for examination. Generally only non-contentious boundary changes, where there is agreement by all of the affected councils, would be referred to OLG for examination.

If the proposal is referred to OLG it will obtain Boundary Maps from Spatial Services, Land and Property Information (LPI). The Boundary Maps prepared by LPI would be forwarded approval by both Councils. Once OLG finalises its examination it will make its recommendation to the Minister.

The Minister would consider OLG's recommendation and determine whether to recommend that the Governor approve a Proclamation to change the Councils' boundaries, or decline to make such a recommendation.

If the Governor, approves a Proclamation to affect the boundary change, OLG will arrange for its publication in the NSW Government Gazette. Upon publication of the Proclamation, the local government boundaries of the two local government areas will have been altered.

I trust the above information is of assistance, should you require additional information, please contact OLG on the number provided above.

Yours sincerely

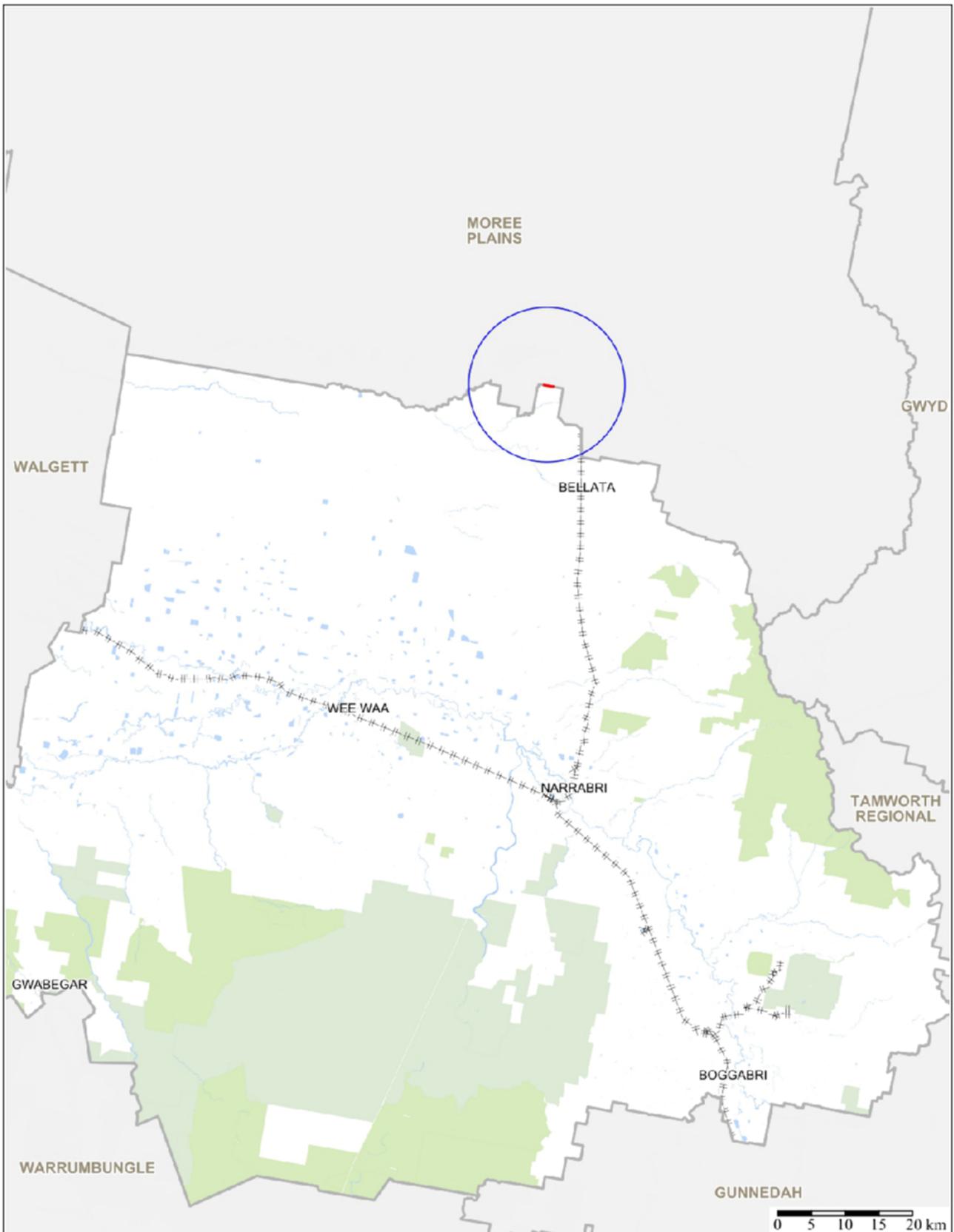
Sonja Hammond
Manager, Performance



Office of
Local Government

Locked Bag 3015, Nowra NSW 2541

e: olg@olg.nsw.gov.au | p: 4428 4100 | f: 4428 4199 | <http://www.olg.nsw.gov.au>



This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground. This information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Narrabri Shire Council nor NSW Spatial Services makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability or negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason. © NSW Spatial Services 2018 © Narrabri Shire Council 2018.

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 Scale: 1:708233 @ A3
 Projection: GDA94 / MGA zone 55



Narrabri Shire Council
 46-48 Macleod St, Narrabri NSW 2390 (PO Box 261)
 Tel: 02 6799 6866 Email: council@narrabri.nsw.gov.au



This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground. This information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Narrabri Shire Council nor NSW Spatial Services makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason. © NSW Spatial Services 2018 © Narrabri Shire Council 2018.

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Narrabri Shire Council
 46-48 Macleod St, Narrabri NSW 2390 (PO Box 261)
 Tel: 02 6799 6866 Email: council@narrabri.nsw.gov.au



12.10 SWIMMING POOL BARRIER INSPECTION PROGRAM**File Number:** 441229**Responsible Officer:** Daniel Boyce, Director Development and Economic Growth**Author:** Daniel Boyce, Director Development and Economic Growth**Attachments:** 1. Draft Swimming Pool Barrier Inspection Program  **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

Strategy 4.1.2 Ensure the community is informed and involved in Council activities through implementing quality consultation

EXECUTIVE SUMMARY

Council adopted a Swimming Pool Barrier Inspection Program in February 2014 in accordance with the *Swimming Pools Act 1992*.

A key part of the requirement for an inspection program is that it be locally appropriate and affordable. Given current constraints on building surveying resources, the inspection program should be refined to align with the resources available.

The purpose of this report is to seek the endorsement of Council to place the Draft Swimming Pool Barrier Inspection Program on exhibition for public comment.

RECOMMENDATION

- 1. That Council note the information contained in the report on the Swimming Pool Barrier Inspection Program.**
- 2. That Council endorse the Draft Swimming Pool Barrier Inspection Program to be placed on public exhibition for 28 days and submissions be invited from the public.**

BACKGROUND

Under the *Swimming Pools Act 1992* (“**the Act**”) councils are required to develop an affordable and effective pool barrier program in consultation with the community. The program will also have an emphasis on providing relevant, up to date information to residents to assist in improving the safety of all swimming pools within the Local Government Area (LGA).

Council adopted the following Swimming Pool Barrier Inspection Program in February 2014 in accordance with the Act.

MINUTE 64/2014*Moved: Cr Bolton**Seconded: Cr Lowder*

That Council adopt the Swimming Pools and Spas Compliance Program inspection regime including fees and charges as follows:

- Council undertakes mandatory inspections of swimming pools at tourist, visitor and multi-occupancy developments every three years, beginning 29 April 2014.*

- *Council undertakes private property pool barrier inspections on existing swimming pools at three year intervals, beginning 29 April 2014.*
- *At the request of the pool owner, Council will undertake inspections of the pool barrier associated with the sale and lease of a property, beginning 29 April 2014.*
- *All new pools where an Occupation Certificate is issued will automatically be given a Certificate of Compliance under the Swimming Pool Register, beginning 29 April 2014. The pools will be exempt from the fencing inspection program for a period of three years.*
- *Inspection fees for an initial inspection be set at \$120 and \$100 per subsequent inspection required to reinspect non-compliances.*

CARRIED

A key part of the requirement for an inspection program is that it be locally appropriate and affordable. Given current constraints on building surveying resources, the inspection program should be refined to align with the resources available.

CURRENT SITUATION

The Draft Swimming Pool Barrier Inspection Program (“**Draft Program**”) that has been developed will be implemented in three phases based on legislative requirements, resourcing and perceived risk to the community.

The Draft Program is relevant to all swimming pools regulated under the Act.

A significant portion of the Draft Program is based around the inspection of premises with pools to ensure the pool barrier complies with the relevant standard. Once a barrier is brought up to standard a certificate will be issued to the owner. This certificate is valid for three (3) years.

An inspection of a swimming pool is to be carried out by Council, where any of the following circumstances exist:

- Complaints reported to Council of an alleged defective pool barrier.
- Certificate is requested by a property owner.
- Following up Notices issued by an Accredited Certifier.
- Tourist and visitor accommodation or more than 2 dwellings (every three (3) years).
- Certificate requested by an owner in relation to a property being sold or leased.
- Proactive pool barrier inspections in priority areas.

The Act provides provisions for Council to require property owners to carry out rectification works should a barrier be found not to comply with the relevant requirements.

The purpose of this report is to seek the endorsement of Council to place the Draft Program, attached, on exhibition for public comment.

FINANCIAL IMPLICATIONS

The Draft Program can be carried out with current staff resources.

STATUTORY AND POLICY IMPLICATIONS

Under the *Swimming Pools Act 1992* councils are required to develop an affordable and effective pool barrier program in consultation with the community.

CONSULTATION

The Draft Program will be placed on public exhibition to obtain community feedback for 28 days.

Narrabri Shire Council Swimming Pool Barrier Inspection Program

1.0 Introduction

The New South Wales (NSW) Division of Local Government has recognised swimming pool safety as an important issue and in doing so has made significant amendments to the Swimming Pools Act 1992 (the Act). These amendments include Inspection fees and penalties, pool registration and certification and a requirement for local councils to develop an Inspection program. The aim of these changes is to reduce drowning and near drowning instances of children under the age of five.

In response to the amendments to the Act, a draft Swimming Pool Barrier Inspection Program (Program) has been developed and is proposed to be placed on public exhibition. The Program that has been developed will be implemented in three phases based on legislative requirements, resourcing and perceived risk to the community. The purpose of the Narrabri Shire Council Swimming Pool Barrier Inspection Program (Program) is to develop, in consultation with the community, an affordable and effective pool barrier safety program in response to recent amendments to the Swimming Pool Act 1992 (Act). The Program will also have an emphasis on providing relevant, up to date information to residents to assist in improving the safety of all swimming pools within the Local Government Area.

A significant portion of the Program is based around the inspection of premises with pools and to ensure the pool barrier complies with the relevant standard. Once a barrier complies with the standard a Certificate of Compliance-Swimming Pool (Certificate) will be issued to the property owner. This Certificate is valid for three years.

To assist financing the Program and insuring required safety standards are achieved an array of fees and Penalty Notices have been included in the recent amendment to the Act.

1.1 Certificate of Compliance-Swimming Pool

A Certificate is issued by an Authorised Officer of Council (or a Private Certifier) in accordance with the Act. This Certificate is valid for 3 years and certifies that the swimming pool barrier complies with the requirements of the Act, Regulations and Standard at the time of inspection.

A Certificate ceases to be valid if a subsequent Direction is issued under the Act because the pool barrier is later found to be defective and requires rectification works.

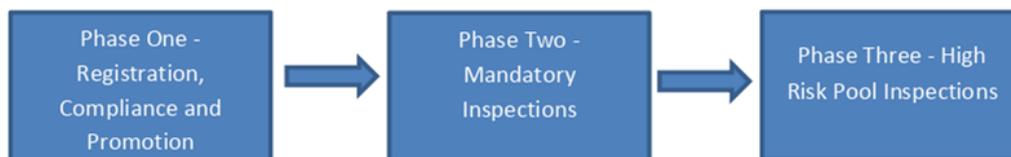
2.0 Legislative requirements for pool owners

The changes to the Act require swimming pool owners to.

1. Register their swimming pool before 29 October 2013 on the NSW Department of Local Government Swimming Pool Register;
2. Ensure other development does not impact the effectiveness of their pool barrier;
3. Maintain an effective and compliant pool barrier;
4. After 29 April 2014 owners will need to have a valid Certificate for all premises on which there is tourist and visitor accommodation or more than 2 dwellings; and
5. After 29 April 2014 owners will need to have a valid Certificate to sell or lease their property.

3.0 Program Implementation

The Program will be implemented in three phases, based on legislative requirements, resourcing and perceived risk to the community. This staged process will ensure priority tasks are completed while also identifying future resource requirements.



3.1 Phase One - Registration, Compliance and Promotion

Phase One of the Program will be carried out following adoption for a period of six (6) months. In this phase Program activities will focus on:

- Registration of pools on behalf of residents
- Certificates requested by residents
- Investigate complaints reported to Council of alleged defective pool barriers
- Continue to promote community awareness and education in relation to pool safety

3.2 Phase Two - Mandatory Inspections

Phase Two of the Program will run in parallel to Phase One, and will include mandatory inspections of pool barriers at premises on which there is tourist and visitor accommodation or more than 2

dwelling and properties that are to be sold or leased. These inspections are required to be carried out within ten (10) days of the customer's application and the payment of fees.

It is estimated that this phase will dominate the Program's resourcing due to the prescribed ten (10) day time frame for these inspections and the high number of applications expected to be received.

All premises on which there is tourist and visitor accommodation or more than 2 dwellings will require an inspection and renewal of their Certificate every three (3) years.

3.3 Phase Three - High Risk Pool Inspections

Phase Three of the Program will include proactive inspections of high risk private pools across the LGA. This phase will only be operational when mandatory requirements of Phase One and Two are being met. This phase will focus on pool barriers in high risk areas which include:

- Premises identified as having an unauthorised pool.
- Pools that have not been registered.

3.4 Ongoing Investigation of Complaints

As well as implementing Phases 1, 2 and 3, Council Officers will continue to respond to and investigate complaints received regarding swimming pools/swimming pool barriers.

3.5 Non-compliant barriers

When an inspection has been undertaken and a swimming pool barrier is found to not comply with relevant legislative requirements the owner will be notified through the issuing of a Notice of Proposed Direction (Notice).

After a period of fifteen (15) days from the date of the Notice, a Direction to Comply (Direction) will be served. The Direction will require the owner to undertake measures to ensure that the swimming pool or premises comply with the requirements of the Act. Reasonable timeframes will be set out in the Direction.

In the event that Council deems a swimming pool to be of high risk and considers the safety of the community may be at risk if measures are not carried out as soon as possible. Council may issue a Direction in the first instance,

After the time period for compliance with the Direction has expired, a reinspection of the swimming pool will be carried out by Council to determine if compliance has been achieved, given the potential safety issues, any significant failures to comply may result in Council issuing a Penalty Notice or seeking legal enforcement of the Direction through an application to the Land and Environment Court.

4.0 Fees

The Act enables Council to charge inspection fees in relation to the Program. These fees are designed to offset the substantial costs associated with the Program.

4.1 Registration of Pools on Behalf of Residents (\$10 Fee)

If swimming pool owners are unable to register their pools on the NSW Division of Local Government's online swimming pool register Council can do it on their behalf. This requires the swimming pool owner to attend the Customer Service Counter at Council's Administration Building, complete the required information form and pay a \$10 fee that has been prescribed in the Act.

4.2 Program Inspection Fees

The fees to be approved under the program are prescribed by the Act.

The fees outlined in Table 1 below relate to Certificates that have been requested by the swimming pool owners as part of Phase 1 of the Program. These fees are payable before any inspections are carried out. In addition, the Certificate will not be released until all required rectification works have been carried out.

Table 1	
Phase One – Registration, Compliance and Promotion	
Type of service	Fee amount
Certification and First Inspection	\$150
Subsequent Inspections	\$100

The fees outlined in Table 2 below relate to Phase Two and Phase 3 inspection of properties. These properties include:

- Premises on which there is tourist and visitor accommodation or more than 2 dwellings (Phase Two)
- Properties with swimming pools that are to be sold or leased (Phase Two)
- Proactive inspection of high risk pool barriers (Phase Three)

Inspection fees will be paid by the swimming pool owner before any inspections are carried out.

Phase Three inspection fees will be charged to the swimming pool owner once the final inspection has been carried out. Certificates will not be released until all inspection fees have been paid and all rectification works have been carried out.

Table 2	
Phase Two - Mandatory Inspections and Phase Three - High Risk Pool Inspections	
Type of service	Fee amount
Certification and First Inspection	\$150
Subsequent Inspections	\$100

5.0 Penalty Notices

There are a range of Penalty Notices that can be issued by Council for non-compliances with the requirements of the Act. Any income collected through this process will be directed towards the funding of the Program.

5.1 Failure to Register Swimming Pool

Failing to register a swimming pool is predicted to be a common breach of the Act within our community. After 29 October 2013, Council will be able to issue a \$220 Penalty Notice to property owners who fail to register their swimming pool.

If Council becomes aware of a property owner who has failed to register their swimming pool or spa, the owner will be given 7 days written notice to register. Property owners who fail to register their swimming pool after the 7 days may be issued with a \$220 Penalty Notice. Council will then register the swimming pool or spa on their behalf.

5.2 Other

Table 3 outlines the range of Penalty Notices that can be issued by Council for non-compliances with the requirements of the Act. Such penalties will not be issued as an initial response to minor offences and are only considered appropriate to issue for significant non-compliances and to ensure required safety upgrades are carried out in a timely manner.

Table 3		
Penalty Notices		
Offence	Penalty	Maximum Court Penalty
Section 7 (1): Failure to comply with general requirements for outdoor pools associated with dwelling	\$550	50 penalty units = \$5,500
Section 12: Failure to comply with general requirements for outdoor pools associated with movable dwelling and tourist and visitor accommodation	\$550	50 penalty units = \$5,500
Section 14: Failure to comply with general requirements for indoor pools	\$550	50 penalty units = \$5,500
Section 15 (1): Failure to maintain child resistant barrier	\$550	50 penalty units = \$5,500
Section 16: Failure of Occupier to keep access to pool securely closed	\$550	50 penalty units = \$5,500
Section 17 (1): Failure to display or maintain prescribed warning notice near pool	\$110	5 penalty units = \$550

Document History/Review

Version	Name of and date of review	Quality check complete	Comments
Version 1	B O'Mullane 28 Oct 2013	N/A	First version
Version 2	D Boyce January 2019	N/A	Adapted for Narrabri Shire in discussion with B O'Mullane of Gunnedah Shire.

12.11 CLASSIFICATION OF COUNCIL LAND - HARPARARY ROAD, BAAN BAA**File Number:** 437736**Responsible Officer:** Darren Raeck, Director Infrastructure Delivery**Author:** Tan Vo, Manager Property Services**Attachments:**
1. Plan showing Lot 1 in DP1247581  
2. Public Notice  **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

EXECUTIVE SUMMARY

Council in February 2017 resolved to acquire part of 105 Harparary Road, Baan Baa to accommodate the access road to the reservoir, the rising main and underground power, and classify the land as *Operational Land*. A public notice was advertised in the Courier on 8 January 2019 allowing a period of 28 days for public submissions. No submissions have been received. Council can proceed with classifying the land as *Operational land* in accordance with the *Local Government Act 1993*.

RECOMMENDATION

That Council classify Lot 1 in DP 1247581, 45 Henriendi Street, Baan Baa (formerly part of 105 Harparary Road, Baan Baa) as Operational land in accordance with section 31 of the Local Government Act 1993.

BACKGROUND

Council at its meeting of 21 February 2017 considered a report on this matter and resolved (Minute 34/2017) *“that Council:*

- 1. Approve the acquisition of Lot 1, Part 105 Harparary Road, Baan Baa, to accommodate the Baan Baa Water Supply reservoir and plant shed, and approval of the agreement relating to the creation of the associated easement (both portion of Lot 73 DP 755470) to accommodate the access road to the reservoir site, the rising main and underground power.*
- 2. Authorise the affixing of the Common Seal of Council, where necessary, to any or all documentation associated with the above acquisition and easement creation.*
- 3. That this land, Lot 1, Part 105 Harparary Road, Baan Baa, be classified as operational land in Council’s land register.”*

CURRENT SITUATION

Council completed the purchase of the land, now known as Lot 1 in DP 1247581 (Attachment 1), 45 Henriendi Street, Baan Baa (formerly part of 105 Harparary Road, Baan Baa) on 30 November 2018. A Public Notice (Attachment 2) of the proposed Operational classification of the land was advertised in The Courier on 8 January 2019 allowing a period of 28 days for members of the public to make submissions. No submissions have been received.

FINANCIAL IMPLICATIONS

Nil

STATUTORY AND POLICY IMPLICATIONS

Section 31 of the Local Government Act provides that Council must classify land as *Community* or *Operational* land before or within 3 months after its acquisition. The acquisition was completed on 30 November 2018. Council has up to 28 February 2019 to classify the land as *Operational* land.

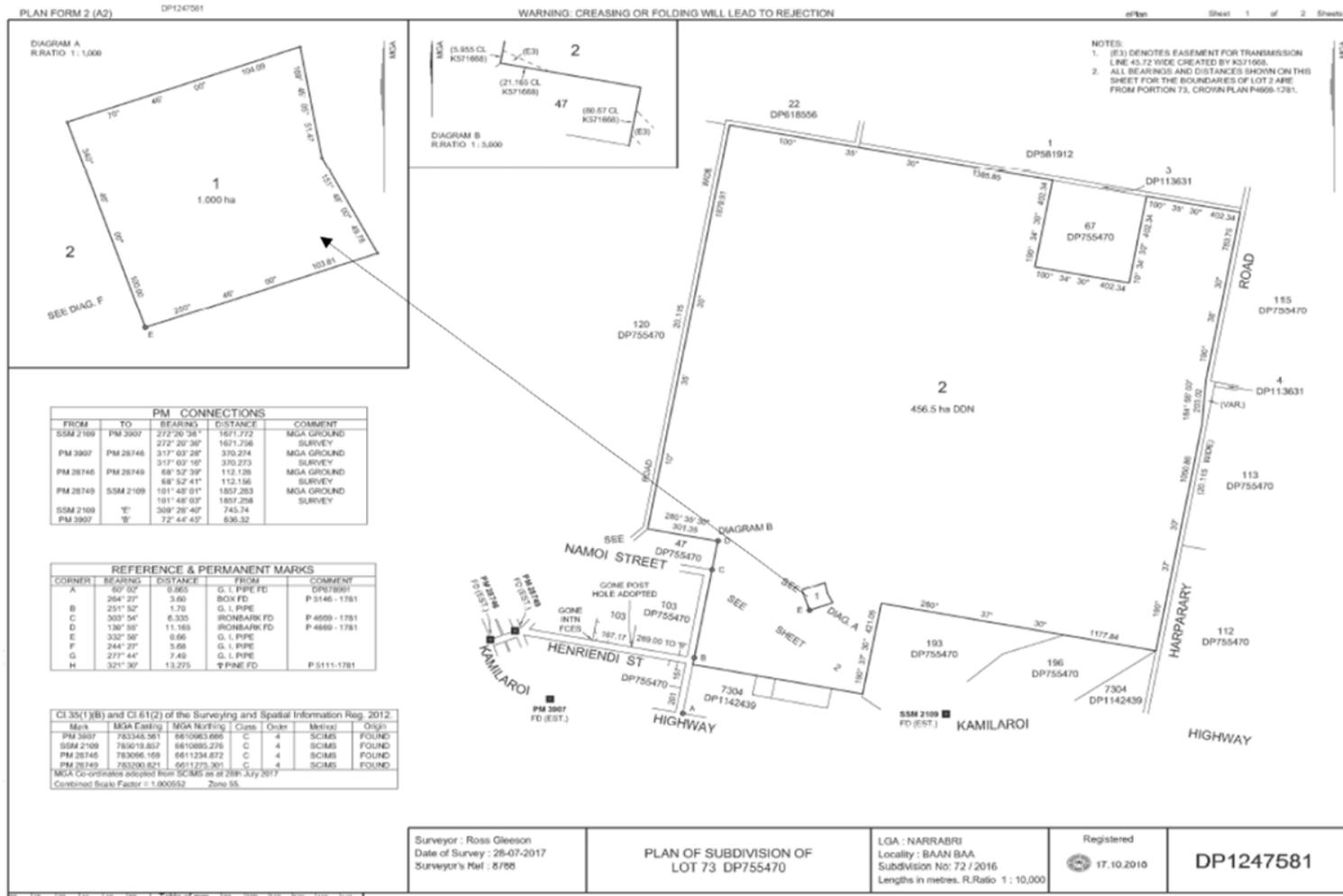
CONSULTATION**External Consultation**

The proposal for Operational classification of the land was advertised in The Courier on 8 January 2019 allowing a period of 28 days for members of the public to make submissions.

No submissions have been received.

Internal Consultation

- Director Infrastructure Delivery.



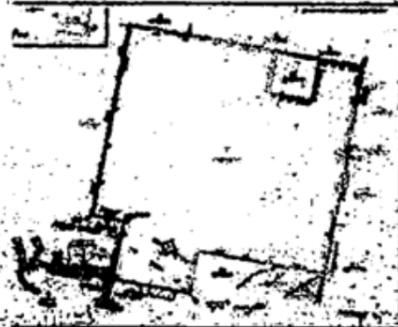
YOUR COUNCIL

Tuesday 26 February 2019

PUBLIC NOTICES

NOTICE OF LAND PURCHASE AND CLASSIFICATION

Council hereby gives public notice of its purchase of Lot 1 to DP124553, being part of 105 Mungana Road, Swan Bay. The object of the purchase is to accommodate the Swan Bay Water Supply Reserve. The land is currently zoned R1 (Residential) and is being purchased for use as a water supply reserve.



A period of 28 days from the date of this notice is provided for any person who is aggrieved by the purchase of the land to make a submission to Council in writing. The purchase of the land is subject to the approval of the State Government.

NOTICE OF PUBLIC SUBMISSION OF A PLANNING PROPOSAL

At the meeting of the Ordinary Council meeting, it was resolved to amend the Municipal Council Planning Scheme to provide for the creation of a new planning scheme zone.

On 26 February 2019, the Council will consider the proposal for the creation of a new planning scheme zone.

The proposal is available for public submission from 26 February 2019 to 26 March 2019.

Public submissions should be submitted to the Council Secretary, 105 Mungana Road, Swan Bay, SA 5015.

For more information, please contact the Council Secretary on 08 8353 1234.

Council is the proponent of a new water supply reserve. The reserve is located on Lot 1 to DP124553, being part of 105 Mungana Road, Swan Bay. The reserve is currently zoned R1 (Residential) and is being purchased for use as a water supply reserve.

Public submissions should be submitted to the Council Secretary, 105 Mungana Road, Swan Bay, SA 5015.

NOTICE OF PUBLIC SUBMISSION OF A PLANNING PROPOSAL

At the meeting of the Ordinary Council meeting, it was resolved to amend the Municipal Council Planning Scheme to provide for the creation of a new planning scheme zone.

Plan 2012 (LEP 2012) to enable Temporary Events and developments associated with Temporary Events on land zoned R1 (Residential) and/or R1 (Residential) in the Swan Bay Water Supply Reserve.

The planning proposal is on public submission between Thursday 15 December 2018 and Thursday 15 January 2019 and can be inspected at the following location:

- Municipal Council Administration Office, 45-47 Mungana Road, Swan Bay, SA 5015
- Council Office, Swan Bay, SA 5015
- Office of Council's website: www.mungana.sa.gov.au

The Planning for Planning has delegated Harold (State Council) permission to make a planning proposal to make the amendment to the Municipal Council Planning Scheme 2012.

Council is the proposed Planning Authority. Any submission from any person who is aggrieved by the proposal should be submitted to the Council Secretary, 105 Mungana Road, Swan Bay, SA 5015.

NOTICE OF PUBLIC SUBMISSION OF A PLANNING PROPOSAL

At the meeting of the Ordinary Council meeting, it was resolved to amend the Municipal Council Planning Scheme to provide for the creation of a new planning scheme zone.

On 26 February 2019, the Council will consider the proposal for the creation of a new planning scheme zone.

The proposal is available for public submission from 26 February 2019 to 26 March 2019.

Public submissions should be submitted to the Council Secretary, 105 Mungana Road, Swan Bay, SA 5015.

For more information, please contact the Council Secretary on 08 8353 1234.

Council is the proponent of a new water supply reserve. The reserve is located on Lot 1 to DP124553, being part of 105 Mungana Road, Swan Bay. The reserve is currently zoned R1 (Residential) and is being purchased for use as a water supply reserve.

Public submissions should be submitted to the Council Secretary, 105 Mungana Road, Swan Bay, SA 5015.

NOTICE OF PUBLIC SUBMISSION OF A PLANNING PROPOSAL

At the meeting of the Ordinary Council meeting, it was resolved to amend the Municipal Council Planning Scheme to provide for the creation of a new planning scheme zone.

NARRAVILLE SHIRE
COUNCIL

12.12 CLASSIFICATION OF COUNCIL LAND - RANGARI ROAD, WEAN**File Number:** 438553**Responsible Officer:** Darren Raeck, Director Infrastructure Delivery**Author:** Tan Vo, Manager Property Services**Attachments:**
1. Plan showing Lots 1 and 2 DP 1244473 [↓](#) 
2. Public Notice [↓](#) **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

EXECUTIVE SUMMARY

In April 2018 Council resolved to acquire the land required for the reconstruction of Barneys Spring Creek Road and classified the land as Operational Land. A public notice of the proposed classification was advertised in the Courier allowing 28 days for public submissions. No submissions have been received. Council can proceed with classifying the land as Operational land in accordance with the *Local Government Act 1993*.

RECOMMENDATION

That Council classify Lots 1 and 2 in DP 1244473, Rangari Road (formerly part of Lot C DP 431899) as Operational Land in accordance with section 31 of the Local Government Act 1993.

BACKGROUND

Council at its meeting of 24 April 2018 considered a report on this matter and resolved (Minute 088/2018) that Council:

1. *Acquire land adjoin Rangari Road, being part of Lot C of DP431899 for \$15,000 for the reconstruction of the Barneys Spring Creek Road Construction and meet all reasonable survey and legal costs associated with this acquisition.*
2. *Make all necessary arrangements to:*
 - a) *Dedicate the relevant section of the land as shown on the attached Barneys Spring Creek Road Realignment Proposal as public road in accordance with the provision of the Roads Act 1993.*
 - b) *Classify the balance of the land as operational land in accordance with section 31 of the Local Government Act 1993*
3. *Apply its Common Seal to any necessary documents relating to this acquisition.*

CURRENT SITUATION

Council has entered in a Deed of Agreement for completing the purchase of part of Lot C DP 431899, which is now known as Lots 1 and 2 in DP 1244473 (Attachment 1). The new road has been constructed. A public Notice (Attachment 2) of the proposed Operational Classification of the land

was advertised in the Courier on 13 November 2018 allowing a period of 28 days for members of the public to make submissions. No submissions have been received.

FINANCIAL IMPLICATIONS

Nil

STATUTORY AND POLICY IMPLICATIONS

Section 31 of the Local Government Act provides that Council must classify land as Community or Operational land before or within 3 months after its acquisition. As no public submissions have been received, Council can classify the land as Operational.

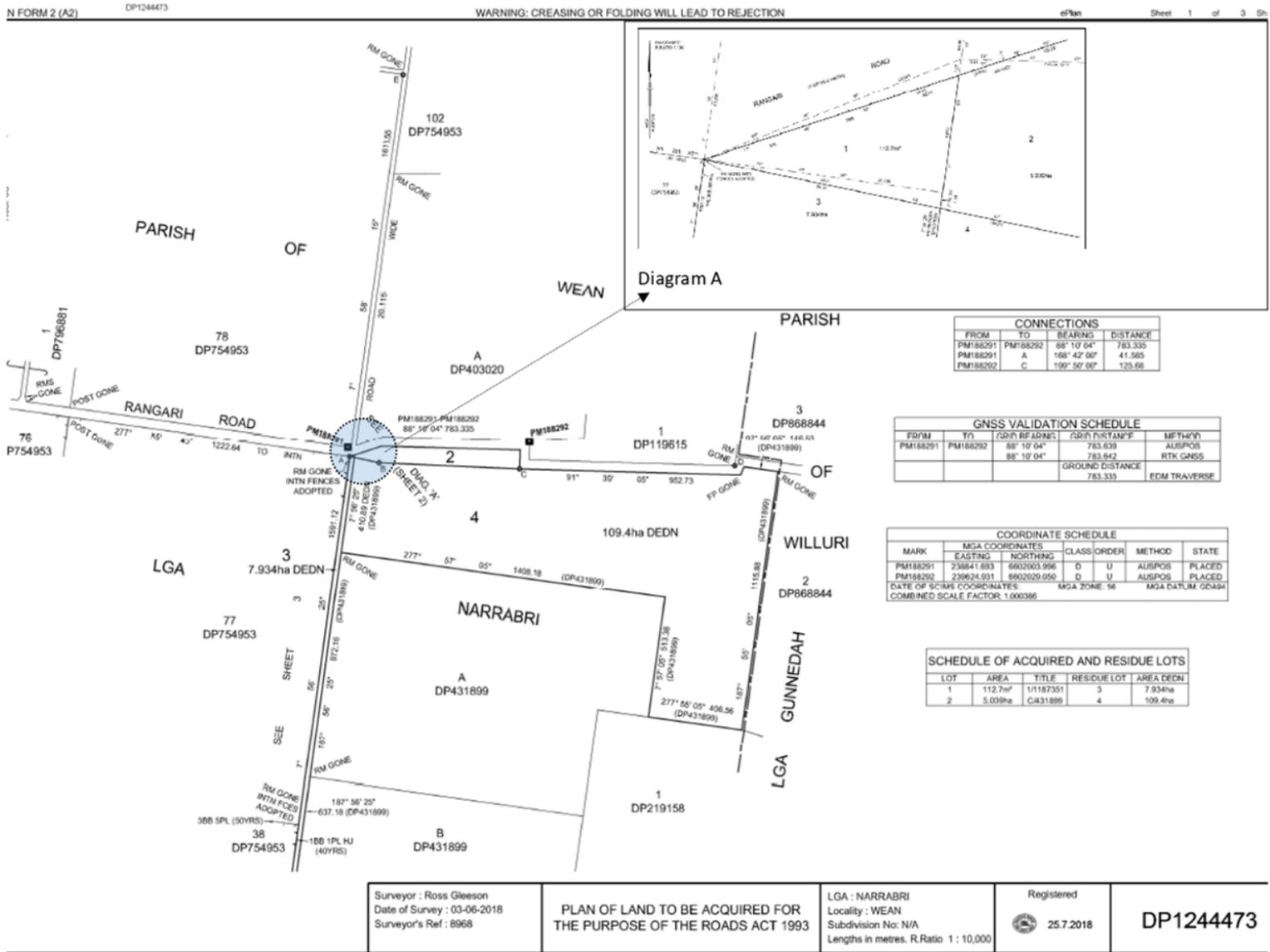
CONSULTATION**External Consultation**

The proposal to classify the land as Operational was advertised in the Courier on 13 November 2018 allowing a period of 28 days for members of the public to make submissions.

No submissions have been received.

Internal Consultation

- Director Infrastructure Delivery.



YOUR COUNCIL

Tuesday, November 13, 2018

PUBLIC NOTICES

NOTICE OF LAND PURCHASE AND CLASSIFICATION

Council hereby gives public notice of its intention to purchase part of Lot C in DP 431899 at 4675 Rangari Road, Wean for the reconstruction and realignment of the Barneys Creek Road, and classify the land as Operational Land in accordance with section 31 of the Local Government Act, 1993. The relevant section of the acquired land noted as Lot 1 and 2 DP 1244473 as shown on the diagram herein will be dedicated as public road in accordance with the provision of the Roads Act, 1993.

A period of 28 days from the date of this notice is provided for members of the public to make submissions to Council in respect of the proposed acquisition and classification of the subject land.

Should any members of the public require any further information regarding this matter, please contact Council's Manager - Property Services, Mr. Tan Vo on (02) 6799 6826.



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NARRABRI SHIRE COUNCIL FINANCIAL STATEMENTS FOR YEAR ENDED 30 JUNE 2018

In accordance with Section 418 (3) of the Local Government Act 1993, Council advises that its Council meeting to be held on Tuesday 27 November 2018 will include presentation of the audited Financial Statements and Auditor's Reports for the year ended 30 June 2018. The Financial Statements to be presented are summarised as follows (see table to the right).

Copies of Council's audited financial statements are available on request from Council's office and are available for download from www.narrabri.nsw.gov.au

In accordance with Section 420 of the Local Government Act 1993, any person may make a submission to Council with respect to the audited financial statements or auditor's reports.

Submissions must be in writing and must be lodged with Council by 4 December 2018.

NARRABRI SHIRE
DISCOVER THE POTENTIAL

Section 418 (3) (b) Summary of Council's Financial Statements	2017/2018 \$'000	2016/2017 \$'000
Income Statement		
Total Income from Continuing Operations	54,165	57,361
Total Expenses from Continuing Operations	46,739	41,766
Operating Result from Continuing Operations	7,426	15,595
Net Operating Result for Year	7,426	15,595
Net operating result before grants and contributions provided for capital purposes	4,504	8,454
Statement of Financial Position		
Total Current Assets	67,723	65,268
Total Current Liabilities	(8,962)	(9,046)
Total Non-Current Assets	428,279	417,220
Total Non-Current Liabilities	(6,168)	(6,833)
Total Equity	480,872	466,609
Other Financial Information		
Unrestricted Current Ratio (times)	4.65x	5.16x
Operating Performance Ratio (%)	12.02%	18.15%
Building & Infrastructure Renewals Ratio (%)	94.34%	136.91%
Debt Service Cover Ratio (times)	11.82x	13.08x
Rates, Annual & Extra Charges Outstanding (%)	8.17%	7.64%

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CATHY REDDING
MAYOR



STEWART TODD
GENERAL MANAGER

12.13 DELIVERY PROGRAM 6 MONTHLY PROGRESS REPORT - DECEMBER 2018**File Number:** 440281**Responsible Officer:** Nicholas Ross, Executive Manager Human Resources**Author:** Maree Bales, Business Process Officer**Attachments:** 1. **Delivery Program Progress Report - December 2018 (under separate cover)** **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.3 Report in a clear, concise manner that is easily understood

EXECUTIVE SUMMARY

Council's Delivery Program 6 Monthly Progress Report provides Councillors and the community with an update on the organisation's progress in achieving its objectives and strategies identified in the Community Strategic Plan. This is the third time such a report has been provided to Council and the Community. There are 106 Measures in total that demonstrate how Council is progressing.

Most Measures have actions identified in the progress comments that were completed or underway between July 2017 – December 2018. Many Measures are still in their initial reporting stages, with strategies and actions having been identified to progress the organisation towards the Estimated Target.

The Community Satisfaction Survey, undertaken in September 2017, has provided a basis for measurement of community satisfaction and participation in key activities. It should be noted that where the data source is the Community Survey, the reported results will not change until the next scheduled Community Satisfaction Survey.

Some Measures have achieved the target already, and the desired result is to maintain Council's position.

RECOMMENDATION

That Council adopt the Delivery Program 6 Monthly Progress Report, as attached, detailing Council's progress in meeting its objectives, strategies and measures up to the December 2018 period.

BACKGROUND

In 2009, the NSW Government introduced the new [Integrated Planning and Reporting \(IP&R\) Framework](#). The IP&R framework recognises that most communities share similar aspirations: a safe, healthy and pleasant place to live, a sustainable environment, opportunities for social interaction, opportunities for education and employment, and reliable infrastructure. This framework allows NSW councils to draw their various plans together, understand how they interact and get the maximum leverage from their efforts by planning holistically and sustainably for the future.

CURRENT SITUATION

This report is the Council's third progress report against its four-year 2017 -2021 Delivery Program, covering progress from 1 July 2016 – 31 December 2018. Progress will be reported on a six-monthly basis, eight times over the duration of the Delivery Program up to 30 June 2021.

In the attached report, progress has been graphed for each measure, showing movement from the first July – December 2017 time period, the second January – June 2018 time period and the third July – December 2018 time period. This trend data is mapped against the estimated target, to show progress towards reaching the target progressively.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

This report satisfies the requirements of [section 404](#) of the *Local Government Act 1993* (“the LG Act”).

[Section 404\(5\)](#) of the LG Act outlines that the general manager must ensure that regular progress reports are provided to the council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months.

As outlined within the report this is the third 6 monthly update report on the progress of the Council's 2017-2021 Delivery Program.

CONSULTATION

External Consultation

Data utilised in measuring progress on achieving strategies is sourced from numerous external agencies including but not limited to:

- The Australian Bureau of Statistics (“ABS”).
- The Office of Local Government.
- Roads and Maritime Services.
- The Environmental Protection Agency.
- National Parks and Wildlife Service.
- Australian Early Development Census.
- Tourism Research Australia.

Internal Consultation

- Executive Management.
- Senior Management.

12.14 OPERATIONAL AND SERVICE PLAN QUARTERLY REPORT - DECEMBER 2018**File Number:** 440283**Responsible Officer:** Nicholas Ross, Executive Manager Human Resources**Author:** Maree Bales, Business Process Officer**Attachments:** 1. Quarterly Operational and Service Plan Report - December 2018
(under separate cover) **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.3 Report in a clear, concise manner that is easily understood

EXECUTIVE SUMMARY

Council's Quarterly Operational and Service Plan Report provides the community with an update on Council's progress in achieving its strategic objectives through specific actions, key performance measures and capital works projects. This allows the community to track each service in regards to what it is providing, at what cost and where works are occurring throughout the year.

As at 31 December 2018, 82% of Council's Operational Plan Actions were either Achieved or On Target to be achieved by the 30 June 2019.

RECOMMENDATION

That Council adopt the Quarterly Operational and Service Plan Report, as attached, detailing Council's progress in meeting its actions, capital works and key performance measures for the December 2018 quarter.

BACKGROUND

In 2009, the NSW Government introduced the new [Integrated Planning and Reporting \(IP&R\) Framework](#). The IP&R framework recognises that most communities share similar aspirations: a safe, healthy and pleasant place to live, a sustainable environment, opportunities for social interaction, opportunities for education and employment, and reliable infrastructure. This framework allows NSW councils to draw their various plans together, understand how they interact and get the maximum leverage from their efforts by planning holistically and sustainably for the future.

CURRENT SITUATION

This report presents the Council's quarterly progress report against its Actions, Capital Works Program, and Key Performance Measures for each of its service areas, as established in the Council's Integrated Planning and Reporting (IP&R) documents and related Service Plans.

Council's Service Plans provide an in-depth strategic focus for all services of Council, defining exactly what each service is, what it provides, at what cost and where works are occurring. The community

can analyse any of the individual Service Plans and ascertain what is being provided to the local community.

These Service Plans provide the community with key performance measures and a capital works program for each service area, that are measured in this report in terms of progress.

The attached December Quarterly Operational and Service Plan Report is Council’s progress for the second quarter of the 2018/2019 financial year. Please note that the financial reporting of progress against budget is included in the separate quarterly financial report.

From the December Quarterly Service Plan Report you will see that significant progress has been made towards achieving Council’s 2018/2019 activities.

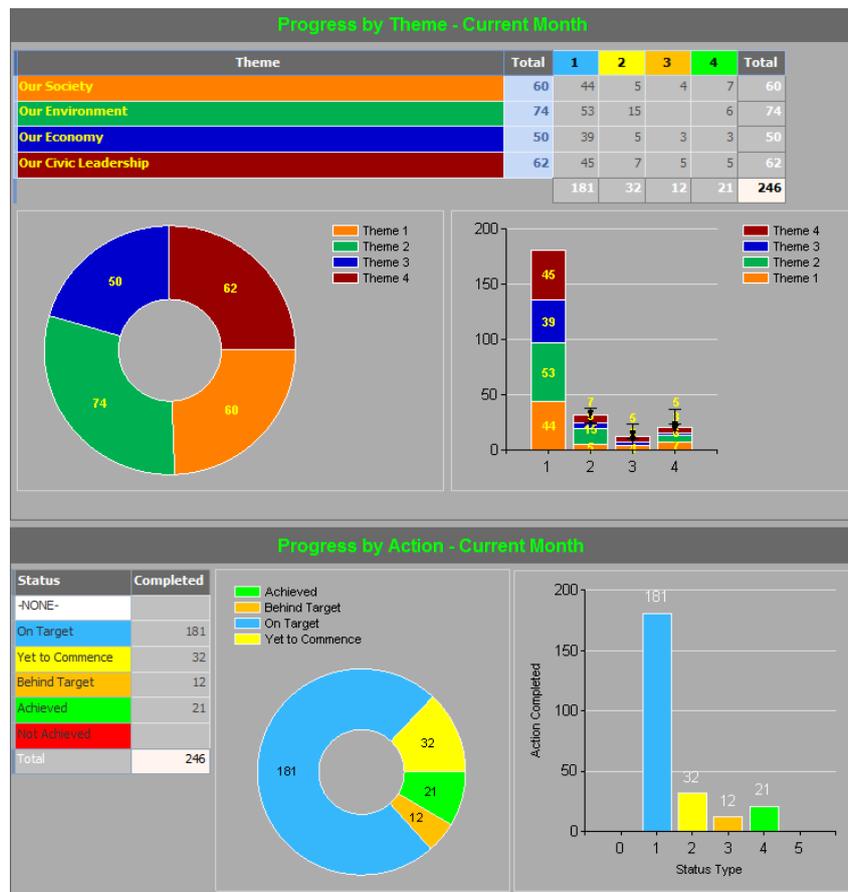


Figure 1 – Progress by Theme and Action for December 2017 – Operational Plan Portal

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Executive Management.
- Senior Management.

12.15 DECEMBER QUARTERLY BUDGET REVIEW**File Number:** 440746**Responsible Officer:** Lindsay Mason, Director Corporate Services**Author:** Tim McClellan, Financial Services Manager**Attachments:** 1. December 2018 QBR Attachment [↓](#) **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.2 Decision making will ensure Council remains financially sustainable

Strategy 4.2.1 Maintain and improve Council's financial sustainability with a focus on core business

EXECUTIVE SUMMARY

This report is presented to Council quarterly to revise estimates of income and expenditure in accordance with clause 203 of the *Local Government (General) Regulation 2005*.

RECOMMENDATION

That Council adopt the Quarterly Budget Review Statement for the period ended 31 December 2018 as the revised Budget estimates for the year ended 30 June 2019 and the Operational Plan and Capital Works Plan be amended accordingly.

BACKGROUND

The budget review statement is provided in two formats. The first being by type and reflective of how the end of year Income Statement is reported. The second being by activity as per Note 2a of the Annual Financial Statements.

Council's Note 2a reflects the individual service plans that have been established as an additional reporting layer to the community. Pages 3 to 6 of the attachment provide an additional level of the information from the summary that appears on page 2.

A capital budget review is included on page 7 of the Quarterly Budget Review Statement attached, also reflecting individual service plan capital expenditures.

CURRENT SITUATION

This review is for the quarter ending 31 December 2018 and is attached for Council consideration.

Council's September Review projected an Operating Result (excluding Capital Income) deficit of \$1,805,000. The December Quarterly Budget Review, as presented, reflects an improvement of \$16,000, resulting in a budgeted deficit of \$1,789,000.

Other adjustments in the 'Other than by QBRs' column are as a result of adjustments arising from the conversion of the budget from Council's legacy system to its new finance platform. They have no effect on the operating result.

Variations to the result as listed on page 2 of the attached Quarterly Budget Review Statement are summarised by Directorate below:

Directorate	Variation	Budget Implication
Income		
General Purpose Revenue	\$0	No Change
Strategic Management & Governance	\$0	No Change
Corporate Services	(\$60,000)	Decrease in Operating Income
Development & Economic Growth	\$52,000	Increase in Operating Income
Infrastructure Delivery	\$750,000	Increase in Capital Income
Expenditure		
Strategic Management & Governance	\$0	No Change
Corporate Services	(\$80,000)	Decrease in Expenditure
Development & Economic Growth	\$56,000	Increase in Expenditure
Infrastructure Delivery	\$0	No Change
Result (incl. Capital Income)		
	\$766,000	
Result (excl. Capital Income)		
	\$16,000	Improved Net Operating Result

The capital budget on page 7 of Quarterly Budget Review Statement shows a net decrease in the expected cost of Capital Works of \$1,544,000.

FINANCIAL IMPLICATIONS

The major variations (greater than \$10,000) are detailed below:

Corporate Services Revenue (net decrease in operating income of \$60,000)

Property Services

- Received an operating grant \$56,000 to fund Plans of Management for Crown Land controlled by Council.

The Crossing Theatre

- Projected income has been reduced by \$115,000 based on current patronage and less than expected events being booked. This has been offset by a reduction in expenses of \$80,000 (see below).

Corporate Services Expenditure (net decrease in expenditure of \$80,000)

The Crossing Theatre

- Projected expenditure has been reduced by \$80,000 based on reduced income expected.

Development and Economic Growth Revenue (net increase in operating income of \$52,000)

Tourism Services

- Allowing for Tourism Book sales of \$52,000.

Development and Economic Growth Expenditure (net increase in expenditure of \$56,000)

Economic Development Services

- \$30,000 has been included for landowner option payments for potential land purchases for the industrial hub.
- \$15,000 has been added for marketing and catering of community events.

Infrastructure Delivery Income (net increase in capital income of \$750,000)Roads and Ancillary Services

- \$700,000 has been included for the Cooma Road, Narrabri shared pathway grant income (expenditure was added at the September Quarterly Budget Review).
- \$25,000 has been included for the Lynn Street, Boggabri extension & Cul de Sac capital contribution (expenditure was added at the September Quarterly Budget Review).

Water Services

- \$25,000 has been included for the Lynn Street, Boggabri water mains extension capital contribution (expenditure was added at the September Quarterly Budget Review).

Capital Expenditure Budget (net decrease in expenditure of \$1,544,000)Information Service

- An additional \$18,475 (\$20,000 total budget) required for minor equipment purchases for the Customer Service area fit.

Property Services

- An additional \$65,589 (\$145,589 total budget) has been included for Administration Building refurbishment, which has now been completed.
- \$36,000 has been included for the demolition of the Doctors Creek House. This is the subject of an insurance claim, which was made in December, and is likely to be paid in the March Quarter. No income adjustment for the claim has been included at this point in time.

Depots

- The Narrabri Stores Office build budget has been reduced by \$15,000 (to \$85,000).
- An additional \$76,444 (\$146,444 total budget) has been added to the Narrabri Oil/Water Separator project that now includes CCTV and lighting cabling works.
- The Wee Waa Office replacement budget has been reduced by \$100,000 (to \$150,000).

Airport

- \$20,000 has been moved from the Perimeter Fencing budget (\$200,000 total budget) to the Taxiway Sealing project (\$35,000 total budget). Drainage works are required to complete this project.
- The new Security Gate budget has been reduced by \$25,000 (to \$5,000) due to staff carrying out the work themselves.

The Crossing Theatre

- The budget for painting works has been reduced by \$15,107 (to \$44,893).

Transport Services

- Local Road budgets for reseals (plus \$205,950), reseals (plus \$170,000) and rehabilitation (minus \$956,000) have been revised down by a net amount of \$580,050.
- Budgets have been reduced for Bullawa Creek Bridge (\$313,207) and Eulah Creek Bridge (\$688,000) replacements.

A number of other minor variances (under \$10,000) have also been actioned.

STATUTORY AND POLICY IMPLICATIONS

A quarterly budget review is required under the *Local Government (General) Regulation 2005*, clause 203.

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Executive and senior management.

Narrabri Shire Council

Quarterly Budget Review Statement
 for the period 01/10/18 to 31/12/18

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Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Narrabri Shire Council for the quarter ended 31/12/18 indicates that Council's projected financial position at 30/6/19 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: Tim McClellan date: 8/2/19

Tim McClellan
Responsible Accounting Officer

Narrabri Shire Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2018

Income & Expenses (Income Statement) - Council Consolidated

(\$000's)	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Income											
Rates and Annual Charges	20,344		(118)			20,226	-		20,226	20,795	
User Charges and Fees	11,226		89			11,315	(64)		11,251	4,254	
Interest and Investment Revenues	1,482					1,482	-		1,482	700	
Other Revenues	2,317		109			2,426	-		2,426	736	
Grants & Contributions - Operating	9,840			(3,550)		6,290	56		6,346	3,337	
Grants & Contributions - Capital	16,990		(80)			16,910	750		17,660	723	
Total Income from Continuing Operations	62,199	-	-	(3,550)	-	58,649	742		59,391	30,545	
Expenses											
Employee Costs	16,583		983			17,566	-		17,566	9,706	
Borrowing Costs	282					282	-		282	38	
Materials & Contracts	12,467		(3,540)			8,927	(24)		8,903	3,285	
Depreciation	9,950					9,950	-		9,950	4,975	
Legal Costs	56					56	-		56	32	
Consultants	245					245	-		245	215	
Other Expenses	3,961		2,557			6,518	-		6,518	2,660	
Total Expenses from Continuing Operations	43,544	-	-	-	-	43,544	(24)		43,520	20,911	
Net Operating Result from All Operations	18,655	-	-	(3,550)	-	15,105	766		15,871	9,634	
Net Operating Result excl. Capital Income	1,665	-	80	(3,550)	-	(1,805)	16		(1,789)	8,911	

This statement provides a summary of the budget movements based on the presentation format for the Income Statement in Council's annual financial reporting. 'Grants & Contributions - Capital' are included in the 'Net Operating Result from All Operations', but then excluded to provide the 'Net Operating Result before Capital Items'.

Budget review for the quarter ended 31 December 2018

Income & Expenses (Directorate Summary) - Council Consolidated

(\$000's)	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Income											
General Purpose Revenue	20,412	-	-	(3,550)	-	16,862	-		16,862	15,044	
Strategic Management & Governance	105	-	-	-	-	105	-		105	-	
Corporate Services	1,922	-	-	-	-	1,922	(60)		1,862	696	
Development & Economic Growth	6,967	-	-	-	-	6,967	52		7,019	4,238	
Infrastructure Delivery	32,793	-	-	-	-	32,793	750		33,543	10,567	
Total Income from Continuing Operations	62,199	-	-	(3,550)	-	58,649	742		59,391	30,545	
Expenses											
Strategic Management & Governance	1,842	-	901	-	-	2,743	-		2,743	1,289	
Corporate Services	6,033	-	836	-	-	6,869	(80)		6,789	3,718	
Development & Economic Growth	10,020	-	792	-	-	10,812	56		10,868	4,754	
Infrastructure Delivery	25,649	-	(2,529)	-	-	23,120	-		23,120	11,150	
Total Expenses from Continuing Operations	43,544	-	-	-	-	43,544	(24)		43,520	20,911	
Net Operating Result incl. Capital Income	18,655	-	-	(3,550)	-	15,105	766		15,871	9,634	
Net Operating Result excl. Capital Income	1,665	-	80	(3,550)	-	(1,805)	16		(1,789)	8,911	

This statement provides a summary of the budget movements of Council's service activities based on directorate responsibilities. The following pages (3-6) provides the services reported in Note 2(a) of Council's annual financial statements. This is broken down a further level (line items in green font) to provide a better understanding of the costing components of the services where applicable.

Narrabri Shire Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Detailed Income & Expenses Budget Review Statement of Directorate Summary (on page 2)

Budget review for the quarter ended 31 December 2018

Income & Expenses - General Purpose Income

(\$000's)	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Income											
Rates & Charges	12,927			-			12,927	-		12,927	12,924
Interest & Investment Revenue	497			-			497	-		497	224
General Purpose (Untied) Grants	6,988			(3,550)			3,438	-		3,438	1,896
Total Income from Continuing Operations	20,412	-	-	(3,550)	-	-	16,862	-		16,862	15,044
Expenses											
Nil											
Total Expenses from Continuing Operations	-	-	-	-	-	-	-	-		-	-
Net Operating Result before Capital Items	20,412	-	-	(3,550)	-	-	16,862	-		16,862	15,044

Budget review for the quarter ended 31 December 2018

Income & Expenses - Strategic Management & Governance

(\$000's)	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Income											
Strategic Management & Governance	-						-	-		-	-
Workforce Management	105						105	-		105	-
Total Income from Continuing Operations	105	-	-	-	-	-	105	-		105	-
Expenses											
Strategic Management & Governance	1,122		(93)				1,029	-		1,029	568
Governance	806		(15)				791	-		791	397
Strategic Management	316		(78)				238	-		238	171
Workforce Management	720		994				1,714	-		1,714	721
Human Resources Management	424		928				1,352	-		1,352	688
Organisational Development	296		66				362	-		362	33
Total Expenses from Continuing Operations	1,842	-	901	-	-	-	2,743	-		2,743	1,289
Net Operating Result before Capital Items	(1,737)	-	(901)	-	-	-	(2,638)	-		(2,638)	(1,289)

Narrabri Shire Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Detailed Income & Expenses Budget Review Statement of Directorate Summary (on page 2)

Budget review for the quarter ended 31 December 2018

Income & Expenses - Corporate Services

(\$000's)	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Income											
Community & Customer Relations	-	-	-	-	-	-	-	-	-	-	
Financial Services	85	-	-	-	-	-	85	-	-	16	
Information Services	-	-	-	-	-	-	-	-	-	-	
Property Services	275	-	-	-	-	-	275	56	-	79	
Property Management	274	-	-	-	-	-	274	56	-	73	
Geospatial Information Services	1	-	-	-	-	-	1	-	-	-	
Insurance Management	-	-	-	-	-	-	-	-	-	6	
Depot Services	1	-	-	-	-	-	1	(1)	-	-	
Depot Management	1	-	-	-	-	-	1	(1)	-	-	
Airport Services	227	-	-	-	-	-	227	-	-	104	
Airport Management	115	-	(115)	-	-	-	-	-	-	-	
Airside Operations	71	-	115	-	-	-	186	-	-	104	
Landside Operations	11	-	-	-	-	-	11	-	-	-	
Aviation Fuel Facilities	30	-	-	-	-	-	30	-	-	-	
The Crossing Theatre	1,221	-	-	-	-	-	1,221	(115)	-	492	
TCT Management	236	-	(236)	-	-	-	-	11	-	-	
Cinemas	320	-	-	-	-	-	320	(40)	-	135	
Front of House	380	-	100	-	-	-	480	(45)	-	152	
The Crossing Café	140	-	-	-	-	-	140	20	-	94	
User Pays Events	-	-	66	-	-	-	66	(16)	-	20	
User Pays Live Events	-	-	70	-	-	-	70	-	-	48	
Entrepreneurial Live Events	145	-	-	-	-	-	145	(45)	-	43	
Libraries	113	-	-	-	-	-	113	-	-	5	
Total Income from Continuing Operations	1,922	-	-	-	-	-	1,922	(60)	-	696	
Expenses											
Community & Customer Relations	420	-	243	-	-	-	663	-	-	360	
Customer Management	400	-	(45)	-	-	-	355	-	-	176	
Records Management	-	-	160	-	-	-	160	-	-	81	
Communications	20	-	128	-	-	-	148	-	-	103	
Financial Services	859	-	(44)	-	-	-	815	-	-	577	
Financial Support	705	-	(45)	-	-	-	660	-	-	460	
Procurement & Stores	154	-	1	-	-	-	155	-	-	117	
Information Services	364	-	92	-	-	-	456	-	-	183	
IT Technical Support	190	-	(11)	-	-	-	179	-	-	36	
IT Corporate Network	174	-	103	-	-	-	277	-	-	147	
Property Services	1,597	-	(43)	-	-	-	1,554	-	-	1,026	
Property Management	1,023	-	(36)	-	-	-	987	-	-	600	
Geospatial Information Services	130	-	(6)	-	-	-	124	-	-	44	
Insurance Management	444	-	(1)	-	-	-	443	-	-	382	
Depot Services	184	-	30	-	-	-	214	-	-	140	
Depot Management	-	-	19	-	-	-	19	-	-	1	
Depot Operations - Narrabri	130	-	3	-	-	-	133	-	-	110	
Depot Operations - Wee Waa	42	-	4	-	-	-	46	-	-	17	
Depot Operations - Boggabri	12	-	4	-	-	-	16	-	-	12	
Airport Services	626	-	113	-	-	-	739	-	-	322	
Airport Management	495	-	99	-	-	-	594	-	-	237	
Airside Operations	64	-	12	-	-	-	76	-	-	45	
Landside Operations	62	-	(4)	-	-	-	58	-	-	34	
Aviation Fuel Facilities	5	-	6	-	-	-	11	-	-	6	
The Crossing Theatre	1,288	-	419	-	-	-	1,707	(80)	-	898	
TCT Management	601	-	391	-	-	-	992	-	-	239	
Cinemas	62	-	(4)	-	-	-	58	-	-	99	
Front of House	81	-	55	-	-	-	136	-	-	335	
The Crossing Café	167	-	(10)	-	-	-	157	-	-	93	
User Pays Events	108	-	(7)	-	-	-	101	(40)	-	24	
User Pays Live Events	108	-	(7)	-	-	-	101	-	-	47	
Entrepreneurial Live Events	161	-	1	-	-	-	162	(40)	-	61	
Libraries	695	-	26	-	-	-	721	-	-	212	
Libraries Management	324	-	48	-	-	-	372	-	-	19	
Library - Narrabri	236	-	(14)	-	-	-	222	-	-	128	
Library - Wee Waa	88	-	(5)	-	-	-	83	-	-	44	
Library - Boggabri	47	-	(3)	-	-	-	44	-	-	21	
Total Expenses from Continuing Operations	6,033	-	836	-	-	-	6,869	(80)	-	3,718	
Net Operating Result before Capital Items	(4,111)	-	(836)	-	-	-	(4,947)	20	-	(3,022)	

Narrabri Shire Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Detailed Income & Expenses Budget Review Statement of Directorate Summary (on page 2)

Budget review for the quarter ended 31 December 2018

Income & Expenses - Development & Economic Growth

(\$000's)	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Income											
Planning & Regulatory Services	2,073	-	-	-	-	-	2,073	-	-	2,073	802
Strategic Land Use Planning	-	-	-	-	-	-	-	-	-	-	7
Statutory Land Use Planning	1,835	-	-	-	-	-	1,835	-	-	1,835	646
Building Surveying and Certification	111	-	-	-	-	-	111	-	-	111	64
Regulatory Enforcement	127	-	-	-	-	-	127	-	-	127	85
Environmental Health Services	117	-	-	-	-	-	117	-	-	117	3
Environmental Health Control	7	-	-	-	-	-	7	-	-	7	3
Weeds Management	8	-	-	-	-	-	8	-	-	8	-
Weeds North West Action Program	102	-	-	-	-	-	102	-	-	102	-
Solid Waste Management Services	3,475	-	-	-	-	-	3,475	-	-	3,475	2,861
Urban Waste Management	2,320	-	-	-	-	-	2,320	-	-	2,320	2,325
Narrabri Waste Depot	879	-	-	-	-	-	879	-	-	879	268
Rural Waste (incl Transfer Stations)	276	-	-	-	-	-	276	-	-	276	268
Economic Development Services	2	-	-	-	-	-	2	-	-	2	-
Cemeteries	219	-	-	-	-	-	219	-	-	219	99
Swimming Pools	470	-	-	-	-	-	470	-	-	470	215
Swimming Pool Operations - Narrabri	371	-	-	-	-	-	371	-	-	371	148
Swimming Pool Operations - Wee Waa	48	-	-	-	-	-	48	-	-	48	32
Swimming Pool Operations - Boggabri	36	-	-	-	-	-	36	-	-	36	28
Artesian Bore Baths - Pilliga	15	-	-	-	-	-	15	-	-	15	7
Parks & Open Spaces	201	-	-	-	-	-	201	-	-	201	-
Saleyard Services	225	-	-	-	-	-	225	-	-	225	87
Saleyard Operations	173	-	-	-	-	-	173	-	-	173	52
Truck Wash Facilities	52	-	-	-	-	-	52	-	-	52	35
Tourism Services	185	-	-	-	-	-	185	52	-	237	171
Visitor Information Centre Operations	86	-	-	-	-	-	86	-	-	86	51
Shire Marketing & Promotion	71	-	-	-	-	-	71	52	-	123	120
Event Facilitation	28	-	-	-	-	-	28	-	-	28	-
Total Income from Continuing Operations	6,967	-	-	-	-	-	6,967	52	-	7,019	4,238
Expenses											
Planning & Regulatory Services	1,214	-	12	-	-	-	1,226	-	-	1,226	616
Strategic Land Use Planning	160	-	(2)	-	-	-	158	-	-	158	173
Statutory Land Use Planning	249	-	29	-	-	-	278	-	-	278	157
Building Surveying and Certification	425	-	(16)	-	-	-	409	-	-	409	84
Regulatory Enforcement	380	-	1	-	-	-	381	-	-	381	202
Environmental Health Services	334	-	60	-	-	-	394	-	-	394	142
Environmental Health Management	17	-	20	-	-	-	37	-	-	37	26
Environmental Health Control	59	-	(20)	-	-	-	39	-	-	39	4
Weeds Management	156	-	60	-	-	-	216	-	-	216	44
Weeds North West Action Program	102	-	-	-	-	-	102	-	-	102	68
Solid Waste Management Services	3,244	-	56	-	-	-	3,300	-	-	3,300	1,526
Urban Waste Management	1,156	-	18	-	-	-	1,174	-	-	1,174	511
Narrabri Waste Depot	1,265	-	41	-	-	-	1,306	-	-	1,306	734
Rural Waste (incl Transfer Stations)	823	-	(3)	-	-	-	820	-	-	820	281
Economic Development Services	358	-	69	-	-	-	427	50	-	477	236
Economic Development	166	-	56	-	-	-	222	30	-	252	139
Community Development	100	-	18	-	-	-	118	15	-	133	54
Grants Administration	92	-	(5)	-	-	-	87	5	-	92	43
Cemeteries	385	-	103	-	-	-	488	-	-	488	103
Cemeteries Management	37	-	(2)	-	-	-	35	-	-	35	14
Cemeteries Interment Services	70	-	(5)	-	-	-	65	-	-	65	35
Cemeteries Maintenance	278	-	110	-	-	-	388	-	-	388	54
Swimming Pools	1,392	-	272	-	-	-	1,664	-	-	1,664	700
Swimming Pools Management	39	-	(2)	-	-	-	37	-	-	37	50
Swimming Pool Operations - Narrabri	909	-	158	-	-	-	1,067	-	-	1,067	394
Swimming Pool Operations - Wee Waa	223	-	59	-	-	-	282	-	-	282	93
Swimming Pool Operations - Boggabri	195	-	33	-	-	-	228	-	-	228	150
Artesian Bore Baths - Pilliga	26	-	24	-	-	-	50	-	-	50	13
Parks & Open Spaces	2,267	-	9	-	-	-	2,276	-	-	2,276	1,019
Parks & Open Spaces Management	687	-	292	-	-	-	979	-	-	979	420
Community Use & Event Support	79	-	(5)	-	-	-	74	-	-	74	13
Open Space Maintenance	284	-	(121)	-	-	-	163	-	-	163	179
Sporting Facilities	225	-	(14)	-	-	-	211	-	-	211	116
Recreational Parks	572	-	(117)	-	-	-	455	-	-	455	67
Public Waste / Litter Control	110	-	(7)	-	-	-	103	-	-	103	24
Street Trees Program	71	-	(4)	-	-	-	67	-	-	67	18
Public Amenities & Monument Maintenance	149	-	(9)	-	-	-	140	-	-	140	113
Central Business District Maintenance	90	-	(6)	-	-	-	84	-	-	84	69
Saleyard Services	362	-	21	-	-	-	383	-	-	383	125
Saleyard Operations	296	-	22	-	-	-	318	-	-	318	110
Truck Wash Facilities	66	-	(1)	-	-	-	65	-	-	65	15
Tourism Services	464	-	190	-	-	-	654	6	-	660	287
Visitor Information Centre Operations	320	-	155	-	-	-	475	-	-	475	189
Tourism Network Management	70	-	(3)	-	-	-	67	-	-	67	39
Shire Marketing & Promotion	29	-	39	-	-	-	68	6	-	74	51
Event Facilitation	45	-	(1)	-	-	-	44	-	-	44	8
Total Expenses from Continuing Operations	10,020	-	792	-	-	-	10,812	56	-	10,868	4,754
Net Operating Result before Capital Items	(3,053)	-	(792)	-	-	-	(3,845)	(4)	-	(3,849)	(516)

Narrabri Shire Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Detailed Income & Expenses Budget Review Statement of Directorate Summary (on page 2)

Budget review for the quarter ended 31 December 2018

Income & Expenses - Infrastructure Delivery

(\$000's)	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Income											
Infrastructure Delivery Support	3	-	-	-	-	-	3	-		3	1
Infrastructure Delivery Management	3	-	-	-	-	-	3	-		3	1
Contracts & Tender Management	-	-	-	-	-	-	-	-		-	-
Design & Investigation Services	18	-	-	-	-	-	18	-		18	-
Fleet Management	283	-	-	-	-	-	283	-		283	34
Plant Operations	283	-	-	-	-	-	283	-		283	1
Plant Maintenance	-	-	-	-	-	-	-	-		-	33
Plant Renewal / Expansion	-	-	-	-	-	-	-	-		-	-
Emergency Support	202	-	-	-	-	-	202	-		202	228
Roads & Ancillary Services	13,991	-	-	-	-	-	13,991	725		14,716	4,585
State Highway Maintenance Contract	4,983	-	-	-	-	-	4,983	-		4,983	2,763
Regional Roads Maintenance	1,566	-	-	-	-	-	1,566	-		1,566	568
Shire Roads Maintenance	6,015	-	-	-	-	-	6,015	-		6,015	546
Bridges Maintenance	1,372	-	-	-	-	-	1,372	-		1,372	701
Town Streets Maintenance	55	-	-	-	-	-	55	725		780	7
Water Services	8,628	-	-	-	-	-	8,628	25		8,653	2,474
Water Management	396	-	-	-	-	-	396	-		396	200
Baan Baa Water Operations	54	-	-	-	-	-	54	-		54	49
Bellata Water Operations	101	-	-	-	-	-	101	-		101	73
Boggabri Water Operations	589	-	-	-	-	-	589	25		614	317
Gwabegar Water Operations	61	-	-	-	-	-	61	-		61	45
Narrabri Water Operations	6,506	-	-	-	-	-	6,506	-		6,506	1,324
Pilliga Water Operations	107	-	-	-	-	-	107	-		107	70
Wee Waa Water Operations	814	-	-	-	-	-	814	-		814	396
Sewerage Services	9,668	-	-	-	-	-	9,668	-		9,668	3,245
Sewerage Management	246	-	-	-	-	-	246	-		246	125
Boggabri Sewerage Operations	4,969	-	-	-	-	-	4,969	-		4,969	332
Narrabri Sewerage Operations	2,498	-	-	-	-	-	2,498	-		2,498	2,141
Wee Waa Sewerage Operations	1,955	-	-	-	-	-	1,955	-		1,955	647
Total Income from Continuing Operations	32,793	-	-	-	-	-	32,793	750		33,543	10,567
Expenses											
Infrastructure Delivery Support	165	-	(30)	-	-	-	135	-		135	112
Infrastructure Delivery Management	-	-	(162)	-	-	-	(162)	-		(162)	(22)
Contracts & Tender Management	165	-	132	-	-	-	297	-		297	134
Design & Investigation Services	510	-	(15)	-	-	-	495	-		495	224
Fleet Management	177	-	(141)	-	-	-	36	-		36	919
Plant Operations	177	-	(141)	-	-	-	36	-		36	313
Plant Maintenance	-	-	-	-	-	-	-	-		-	606
Emergency Support	924	-	(3)	-	-	-	921	-		921	286
Roads & Ancillary Services	17,237	-	(2,274)	-	-	-	14,963	-		14,963	6,308
Roads Management	4,940	-	269	-	-	-	5,209	-		5,209	2,915
State Highway Maintenance Contract	4,041	-	5	-	-	-	4,046	-		4,046	409
Regional Roads Maintenance	872	-	(107)	-	-	-	765	-		765	312
Shire Roads Maintenance	4,092	-	(1,059)	-	-	-	3,033	-		3,033	1,713
Bridges Maintenance	142	-	(21)	-	-	-	121	-		121	65
Culverts / Causeways Maintenance	108	-	(16)	-	-	-	92	-		92	49
Town Streets Maintenance	1,949	-	(1,119)	-	-	-	830	-		830	440
Footpaths	211	-	(33)	-	-	-	178	-		178	95
Kerb & Guttering	211	-	(33)	-	-	-	178	-		178	93
Stormwater Management	333	-	(32)	-	-	-	301	-		301	61
Quarries	171	-	(26)	-	-	-	145	-		145	133
Roads Private Works	167	-	(102)	-	-	-	65	-		65	23
Water Services	3,279	-	(38)	-	-	-	3,241	-		3,241	1,601
Water Management	-	-	-	69	-	-	69	-		69	167
Baan Baa Water Operations	91	-	(1)	(2)	-	-	88	-		88	31
Bellata Water Operations	106	-	(2)	(2)	-	-	102	-		102	45
Boggabri Water Operations	466	-	(5)	(10)	-	-	451	-		451	219
Gwabegar Water Operations	75	-	(1)	(2)	-	-	72	-		72	34
Narrabri Water Operations	1,831	-	(21)	(39)	-	-	1,771	-		1,771	781
Pilliga Water Operations	119	-	(2)	(2)	-	-	115	-		115	38
Wee Waa Water Operations	591	-	(6)	(12)	-	-	573	-		573	286
Sewerage Services	3,357	-	(28)	-	-	-	3,329	-		3,329	1,700
Sewerage Management	-	-	-	-	-	-	-	-		-	48
Boggabri Sewerage Operations	438	-	(3)	-	-	-	435	-		435	201
Narrabri Sewerage Operations	2,189	-	(19)	-	-	-	2,170	-		2,170	1,086
Wee Waa Sewerage Operations	730	-	(6)	-	-	-	724	-		724	365
Total Expenses from Continuing Operations	25,649	-	(2,529)	-	-	-	23,120	-		23,120	11,150
Net Operating Result before Capital Items	7,144	-	2,529	-	-	-	9,673	750		10,423	(583)

Narrabri Shire Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Capital Budget Review Statement

Budget review for the quarter ended 31 December 2018

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Capital Expenditure											
New Assets											
- Plant & Equipment	995	153		49		1,197	(6)		1,191	586	
- Land & Buildings	342	-		-		342	(12)		330	-	
- Roads, Bridges, Footpaths	-			725		725	-		725	10	
- Water & Sewerage Assets	850	288		25		1,163	-		1,163	30	
- Other	2,692	420		(4)		3,108	53		3,161	185	
Renewal Assets (Replacement)											
- Plant & Equipment	2,412	84		1,305		3,801	-		3,801	481	
- Land & Buildings	610	84		60		754	(14)		740	306	
- Roads, Bridges, Footpaths	13,491	2,693		475		16,659	(1,581)		15,078	1,537	
- Water & Sewerage Assets	13,218	773		-		13,991	-		13,991	1,939	
- Other	1,954	682		(53)		2,583	16		2,599	379	
Loan Repayments (Principal) - General	836			-		836	-		836	549	
Total Capital Expenditure	37,400	5,177	-	2,582	-	45,159	(1,544)		43,615	6,002	
Capital Funding											
Rates & Other Untied Funding	643		80	13		736	(6)		730	288	
Capital Grants & Contributions	16,930	515	(80)	750		18,115	-		18,115	2,495	
Reserves:											
- Restrictions/Reserves	11,417	3,532		1,819		16,768	(1,538)		15,230	2,395	
- VPA Restrictions	3,052	23		-		3,075	-		3,075	23	
- Water Fund	1,286	773		-		2,059	-		2,059	220	
- Sewerage Fund	3,259	334		-		3,593	-		3,593	315	
Receipts from Sale of Assets											
- Plant & Equipment	813			-		813	-		813	266	
- Land & Buildings	-			-		-	-		-	-	
Total Capital Funding	37,400	5,177	-	2,582	-	45,159	(1,544)		43,615	6,002	
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-	-	-		-	-	

Budget review for the quarter ended 31 December 2018

Capital Expenditure by Activity - Council Consolidated

(\$000's)	Original Budget	Approved Changes					Revised Budget	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Capital Expenditure											
Information Services	1,125	119		1		1,245	18		1,263	519	
Property Services	1,900	50		60		2,010	101		2,111	190	
Depots	481	25		-		506	(36)		470	33	
Airport	250	90		15		355	(25)		330	26	
The Crossing Theatre	175			13		188	(15)		173	91	
Libraries	68	55		-		123			123	43	
Planning & Regulatory	-	248		-		248			248	6	
Solid Waste Management	515	106		(37)		584			584	9	
Economic Development	20			-		20			20	-	
Saleyards	90	37		-		127			127	39	
Tourism	6			-		6	(6)		-	1	
Cemeteries	50	183		-		233			233	32	
Swimming Pools	79	57		-		136			136	66	
Parks & Open Spaces	1,004	485		-		1,489			1,489	403	
Fleet Management	1,970			1,305		3,275			3,275	289	
Transport	14,291	2,615		1,200		18,106	(1,581)		16,525	1,549	
Water Supplies	5,386	773		25		6,184			6,184	1,640	
Sewerage Services	9,154	334		-		9,488			9,488	517	
Loan Repayments (Principal) - General	836			-		836			836	549	
Total Capital Expenditure	37,400	5,177	-	2,582	-	45,159	(1,544)		43,615	6,002	

This statement provides the same capital expenditure information as above, but in Service activity format in line with Council's Service Plans.

Narrabri Shire Council

Quarterly Budget Review Statement

for the period 01/10/18 to 31/12/18

Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 December 2018

Cash & Investments - Council Consolidated

(\$000's)	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs				
Externally Restricted ⁽¹⁾										
Unexpended Loans	204	-	-	-	-	204	-	204		
Developer Contributions - General	8,433	(23)	25	-	-	8,435	-	8,435		
RMS Contributions	-	-	406	-	-	406	-	406		
Specific Purpose Unexpended Grants	-	(515)	678	-	-	163	-	163		
Water Supplies	10,097	(773)	3,184	-	-	12,508	-	12,508		
Sewerage Services	7,401	(334)	500	-	-	7,567	-	7,567		
Sewerage Services (Federation Farm)	160	-	-	-	-	160	-	160		
Domestic Waste Management	501	-	60	-	-	561	-	561		
Total Externally Restricted	26,796	(1,645)	4,853	-	-	30,004	-	30,004	-	
<small>(1) Funds that must be spent for a specific purpose</small>										
Internally Restricted ⁽²⁾										
Plant Reserve	1,893	-	466	(1,305)	-	1,054	-	1,054		
ELE Reserve	1,114	-	46	-	-	1,160	-	1,160		
Carry Over Reserve	-	(309)	309	-	-	-	-	-		
Deposits, Retentions & Bonds	89	-	216	-	-	305	-	305		
Airport Reserve	168	(90)	208	(15)	-	271	25	296		
Boggabri Community Reserve (Min. 270/2016)	100	-	-	(90)	-	10	-	10		
Buildings Infrastructure Reserve	1,181	(765)	(80)	(60)	-	276	(4)	272		
Corporate Information System Reserve	-	(39)	39	-	-	-	-	-		
Crown Reserves Management	-	-	68	-	-	68	-	68		
Election Costs Reserve	127	-	-	-	-	127	-	127		
FAG Payments Received in Advance	-	-	3,550	(3,550)	-	-	-	-		
Heritage (Old Gaol) Reserve	13	-	(10)	-	-	3	-	3		
Housing (Doctors) Reserve	152	-	-	-	-	152	-	152		
Leards Forest Precinct Environmental Trust	-	-	261	-	-	261	-	261		
Narrabri CBD Masterplan	-	-	136	-	-	136	-	136		
Narrabri Depot RA	-	(25)	76	-	-	51	(51)	-		
Narrabri Library RA	-	(30)	47	-	-	17	-	17		
Narrabri West (Old Turravan Road Masterplan)	150	-	-	-	-	150	-	150		
Office Equipment (incl F&F) Reserve	173	-	(158)	(2)	-	13	(13)	-		
Parks & Gardens (Bulk Water Reserve)	178	-	158	-	-	336	-	336		
Parks & Gardens (Tree Replacement Reserve)	6	-	-	-	-	6	-	6		
Quarries Reserve	231	-	44	-	-	275	-	275		
Risk Management Reserve	122	-	35	-	-	157	-	157		
RMS Warranty	100	-	-	-	-	100	-	100		
Roads Infrastructure Reserve	-	(326)	1,030	(385)	-	319	1,581	1,900		
Roads Infrastructure (Stormwater) Reserve	306	-	206	-	-	512	-	512		
s355 Friends of the Crossing Theatre	70	-	(23)	-	-	47	-	47		
Service Reviews Reserve	-	-	200	-	-	200	-	200		
Smart Community Strategies	-	-	250	-	-	250	-	250		
Statutory Land Planning Reserve	295	-	-	-	-	295	-	295		
Strategic Projects Master Planning	200	-	250	-	-	450	-	450		
Swimming Pools	867	(34)	124	-	-	957	-	957		
Tonnage Payments (Gravel) Reserve	40	-	(13)	-	-	27	-	27		
Tonnage Payment (Mining) Reserve	15	(1,774)	1,804	-	-	45	-	45		
Tourism - Kamilaroi Highway Group	45	-	11	-	-	56	-	56		
Waste Management	98	(106)	45	38	-	75	-	75		
Total Internally Restricted	7,733	(3,498)	9,295	(5,369)	-	8,161	1,538	9,699	-	
<small>(2) Funds that Council has earmarked for a specific purpose</small>										
Unrestricted (ie available after the above Restrictions)	678	(34)	-	-	-	644	-	644	-	
Total Cash & Investments	35,207	(5,177)	14,148	(5,369)	-	38,809	1,538	40,347	52,779	

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

\$ 000's

Cash at Bank (as per bank statements)	1,020
Investments on Hand	51,500
less: Unpresented Cheques	(Timing Difference) -
add: Undeposited Funds	(Timing Difference) 259
Reconciled Cash at Bank & Investments	52,779

Narrabri Shire Council

Quarterly Budget Review Statement
for the period 01/10/18 to 31/12/18

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2018

(\$000's)	Current Projection		Original Budget 18/19	Actuals Prior Periods	
	Amounts	Indicator		17/18	16/17
	18/19	18/19			
NSW Local Government Industry Key Performance Indicators (OLG):					
1. Operating Performance					
Operating Revenue (excl. Capital) - Operating Expenses	-1,789	-4.3 %	3.7 %	12.0 %	18.1 %
Operating Revenue (excl. Capital Grants & Contributions)	41,731				

This ratio measures Council's achievement of containing operating expenditure within operating revenue.



2. Own Source Operating Revenue					
Operating Revenue (excl. ALL Grants & Contributions)	35,385	59.6 %	56.8 %	71.7 %	58.8 %
Total Operating Revenue (incl. Capital Grants & Cont)	59,391				

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.



Narrabri Shire Council

Quarterly Budget Review Statement
for the period 01/10/18 to 31/12/18

Contracts Budget Review Statement

Budget review for the quarter ended 31 December 2018

Part A - Contracts Listing - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
Vietrillon P/L	Contract 2018-19/10 - Narrabri Airport & Landfill Fence	387,933	13/12/18	2 Months	Y	
Chiverton Estate P/L	Contract 2018-19/11 - Doctors Creek Sewer Diversion	555,688	TBC	4 Months	Y	

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.

Consultancy & Legal Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2018

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	215,077	Y
Legal Fees	32,266	Y

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Comments

Expenditure included in the above YTD figure but not budgeted includes:

Details

Nil.

12.16 NOTICE OF MOTION - COUNCILLOR BRIEFINGS**File Number: 441372****Attachments: Nil**

I, Councillor Ron Campey, give notice that at the next Ordinary Meeting of Council be held on 26 February 2019, I intend to move the following motion:

MOTION

That the first hour is allocated at the beginning of each 'Councillor Briefing' to institute a Q&A format for the benefit of Councillors to ask questions of the Executive on any operational or matter of importance.

RATIONALE

The Q&A session would take questions in two formats:

1. Five working days in advance in writing.
2. Without notice at the Q&A period of the meeting.

The Q&A session would take answers in two formats:

- a. In writing.
- b. Verbally to the satisfaction of councillors.

Councillors will be much better placed to represent the community when they have a dedicated platform and opportunity to freely question the Executive on any matters of operational, technical and planning importance; and to receive answers in a timely manner to assist Council decision making.

I commend this Notice of Motion to Council.

MANAGEMENT COMMENT

- Councillors currently have unfettered access to the General Manager and the Directors (the Executive).
- Councillors have been provided with the email addresses and mobile phone numbers of the General Manager and Directors (the Executive).
- Councillors, at any time, can currently freely question the General Manager and the Directors (the Executive) on matters of Council's strategic direction or operations.
- Councillors have been consistently encouraged to contact the General Manager or responsible Director on any matters of concern since their induction at the commencement of their Council term and on many occasions since then.

13 CONFIDENTIAL (CLOSED COUNCIL) MEETING

RECOMMENDATION

That Council move into Closed (Public Excluded) Meeting of Council and that the press and members of the public be asked to leave the room whilst Council considers the following items:

13.1 Nurruby Child Care Centre - Purchase of 72-74 Gibbons Street, Narrabri

This matter is considered to be confidential under Section 10A(2) - (c) and (d)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

RECOMMENDATION

That Council move out of Closed (Public Excluded) Meeting and that the resolutions from the Closed (Public Excluded) Meeting be read out aloud.

14 MEETING CLOSED
